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COUNTY OF SANTA CLARA

JUSTICE SYSTEM SUBVENTION PROGRAM

Application for Funding  
for Fiscal Year 1979-80

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RESOLUTION OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF SANTA CLARA

WHEREAS, the County of Santa Clara desires to participate in the County Justice System Subvention Program established pursuant to the provisions of Subchapter 5 of Chapter 2 of Division 4 of Title 15 of the California Administrative Code Sections 1805-1818 of the Welfare and Institutions Code and Administered by the Department of the Youth Authority; and

WHEREAS, funds received from this subvention shall not be used to supplant local funds that would otherwise be expended in support of activities referred to in section 4380 of the regulations adopted by the Youth Authority in Chapter 2 of Division 4 of Title 15 of the California Administrative Code, except that proportionate replacement of reduced property tax revenues is not deemed to be supplantation in violation of this section; and

WHEREAS, the County of Santa Clara has elected to secure the per capita funding limitation set forth in Section 1813(a) of the Welfare and Institutions Code and funds received pursuant to Welfare and Institutions Code 1813 will not be utilized or encumbered for capital construction to exceed 10 percent of the maximum amount; and

WHEREAS, a County Justice System Advisory Group has been established and empowered pursuant to Section 1811 of the Welfare and Institution Code.

NOW, THEREFORE, BE IT RESOLVED that the Chairperson of the Board of Supervisors is authorized, on its behalf, to submit the attached application for funding.

PASSED AND ADOPTED by the Board of Supervisors of the County of Santa Clara, State of California, on \_\_\_\_\_

by the following vote:

AYES: Supervisors

NOES: Supervisors

ABSENT: Supervisors

\_\_\_\_\_  
Dominic Cortese, Chairperson  
Board of Supervisors

ATTEST: DONALD M. RAINS, Clerk  
Board of Supervisors

APPROVED AS TO FORM

Joan H. Greenberg 4/3/79  
Deputy County Counsel -1-

1. The purpose of this document is to provide information regarding the security of the system.

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PROGRAM CATEGORY I



## PROGRAM SUMMARY

### Program Category: Justice System Offender-Centered Services

Voluntary Action Center and Volunteer Bureau/Voluntary Action Center, both of which are private agencies, will operate alternative sentencing programs which will offer rehabilitative experiences to offenders while keeping them in community. Major components of the program include:

1. Screening adult and juvenile offenders referred from the courts and probation and placing them in suitable work assignments.
2. Establishing work relationships with community service agencies which will provide the work situations.
3. Improved coordination and communication with community service agencies and criminal justice agencies.

The Adult Probation Department will operate a resource program with strong community involvement and participation designed to meet the following identified needs.

1. Volunteer community service as a sentencing alternative.
2. Resource coordination of referral to public and community services.
3. Psychological evaluation and counseling.
4. Vocational training and job placement.
5. Participation of community volunteers in rehabilitation programs.
6. Language interpretation and other supportive activities provided through community workers.

The major components of the program include:

1. The coordination of volunteers in providing adult correctional-probation service.
2. Coordination and utilization of public, private and community services and programs, e.g., social services, mental health services, drug and alcohol abuse rehabilitation programs.
3. Psychological screening and referral for treatment as needed.
4. Job development, placement and referral through a vocational services program as an alternative to fine or incarceration.

Private community-based agencies providing services in the area of prevention and treatment of delinquency or criminal activity will provide programs in cooperation with County criminal justice agencies to meet the following needs:

1. A tutoring program designed to meet the unique academic needs of the 14-18-year-old in-school juvenile under the jurisdiction of Juvenile Probation.





2. Civil legal assistance for inmates that can aid in their successful rehabilitation.
3. Counseling, educational, vocations training, and job placement services to individuals participating in the Supervised Own Recognizance Release Program.
4. Alternatives to traditional police practices in dealing with successfully resolving domestic disturbances.

The Juvenile Probation Department will continue to place delinquent youth in foster homes, group homes, and private institutions in order to provide sheltered care for wards of the Juvenile Court. Placement of the juveniles will be in accord with their needs, and there will be constant monitoring of the placement.



## PROGRAM ELEMENT DESCRIPTION

PROGRAM ELEMENT NAME County Justice System Planning  
PROGRAM CATEGORY NUMBER 1 SUBMITTING AGENCY County Executive  
TOTAL NO. OF ELEMENTS 11 PROGRAM ELEMENT CONTACT PERSON Frank Fenton  
NUMBER OF THIS ELEMENT 1 ADDRESS 70 West Hedding St., San Jose  
SUBMITTING COUNTY S.C. TELEPHONE NUMBER (408) 299-4311  
AMOUNT REQUESTED 100 246

### NEEDS STATEMENT

Santa Clara County will expend approximately 11.1% or \$66.9 million dollars of its operating budget for support of the Law and Justice Agencies. In addition, the County expects LEAA grant funds of approximately \$700,000 in 1980 as well as reimbursement under the terms of A.B. 90. Santa Clara County like other local jurisdictions faces the specter of decreasing revenues while experiencing increasing demands for justice system services. In order to establish priorities among new and continuing programs offered by justice agencies and community services, it is essential that the County undertake indepth program level and cost benefit evaluations of existing activities and services within the justice system. There is a pressing need to develop less costly methods of addressing the justice system goals and needs. Such planning requires a cooperative effort on the part of the operating departments, the County Executive's Office and the community if a realistic constructive reappraisal of the efficacy of local justice services is to be achieved.

Santa Clara County has undertaken the development of a comprehensive plan for the entire local justice system. This process must include an examination of alternatives to current methods and procedures for the handling of cases throughout all phases of the justice system. The Board of Supervisors has established a County Justice System Advisory Board for the purpose of undertaking such planning efforts. This body is charged with the responsibility of assessing community justice system needs, evaluating alternative programs for meeting these needs and reviewing programs and making recommendations to the Board of Supervisors concerning application for local state and federal funding for justice programs.

Rather than set up a specialized board responsible only for allocation from particular governmental sources, it was the intent of the Board of Supervisors that the County Justice System Advisory Board should undertake a comprehensive and continuous review of county justice services. The Board of Supervisors approved the establishment of a Justice Section within the County Executive's Office to provide the research, needs assessment, planning evaluation and monitoring necessary for a more coordinated and effective delivery of justice services. The office serves as a resource for both the County Executive and the County Justice System Advisory and shall be funded by a combination of County General Funds, A.B. 90 funds and L.E.A.A. monies.

### OVERVIEW

#### Program Activities

##### A. Needs Assessment

1. Review and analyze existing needs assessments





2. Identify areas not addressed by current responses
  3. Identify areas requiring informational update
  4. Develop target areas for current community needs assessment
  5. Develop draft needs assessment survey
  6. Review survey format with evaluation unit, community agencies, users, and ultimately the Advisory Board
  7. Disseminate needs assessment surveys
  8. Compile and publish result of needs assessment surveys
  9. Develop a ranking of justice system needs based upon survey responses
  10. Present staff needs assessment priority ranking to County Justice System Advisory Board
  11. Present CJSAB rankings to the Board of Supervisors
- B. Review alternatives and make recommendations regarding programmatic and procedural changes.
1. Develop a descriptive historical analysis of existing discretionary programs
  2. Prepare a comparative study of identified needs and existing programs intended to address those needs
  3. Evaluate or review existing evaluations of these programs and services in terms of their effectiveness in meeting the needs
  4. Review literature and contact other jurisdictions to determine alternatives to those local programs and services found inadequate relative to county justice system needs
  5. Present finding and recommendations to CJSAB
  6. Work with justice agencies and community services to develop proposals which address alternative approved in concept by CJSAB
  7. Submit proposal to CJSAB for review and recommendation
  8. Submit CJSAB recommendations to the Board of Supervisors
- C. Prepare application for local, state and federal funds for justice programs
1. Determine available funding sources for discretionary justice programs



2. Review and,when appropriate,modify project staffing and budget
3. Categorize proposals according to suitability under funding source guidelines
4. Submit applications to the County Justice System Advisory Board for review and ranking
5. Prepare the Santa Clara County Justice Plan for submittal to the Board of Supervisors
6. Submit approved plan elements to appropriate funding agencies





PROPOSED BUDGET

I. SALARIES & EMPLOYEE BENEFITS

ANNUAL BUDGET

A. Salaries & Wages (See attached list of positions and salaries)	\$- 63,638
B. Benefits (See attached list of benefits)	22,744

Total Salaries & Employee Benefits	86,382
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II. SERVICES & SUPPLIES

A. Office Expense	\$ 400
B. Equipment Maintenance	*
C. Communications	-0-
D. Travel	1,000
E. Training	
F. Professional & Specialized Services	12,464
G. Facilities Operations	*
H. Rents & Leases	*
I. Insurance	*
Total Services & Supplies	\$ 13,864

III. OTHER CHARGES

A. Support & Care of Persons	\$ -0-
Total Other Charges	\$ -0-

\* All equipment, space, utilities, maintenance and insurance (other than Workers' Compensation, which is shown under I -Bas an employee benefit) are provided by Santa Clara County as an indirect contribution.



IV. FIXED ASSETS

ANNUAL BUDGET

A. Lease/Purchase	\$ -0-
B. Equipment (list by item)	-0-
C. Structures & Improvements	-0-
<hr/>	
Total Fixed Assets	\$ -0-
 TOTAL BUDGET	 <u>\$ 100,246</u>

QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	TOTAL
\$25,062	\$25,062	\$25,061	\$25,061	\$100,246



OFFICE OF COUNTY EXECUTIVE

Justice Division Staff

1.0	Mgmt. Analysis Program Mgr I	\$ 17,229
	6 mos @ step 1 = (6) (1883)	
	3 mos @ step 2 = (3) (1977)	
1.0	Mgmt Analyst	20,514
	6 mos @ step 1 = (6) (1668)	
	6 mos @ step 2 = (6) (1751)	
.2	Mgmt Analyst	
	6 mos @ step 1 = (6) (1668) (.2)	4,103
	6 mos @ step 2 = (6) (1751) (.2)	
1.0	Office Asst.	
	6 mos @ step 2 = (6) (970)	11,898
	6 mos @ step 3 = (6) (1013)	
1.0	Clerk II	
	6 mos @ step 1 = (6) (806)	9,894
	6 mos @ step 2 = (6) (843)	
	Subtotal Salaries	\$ 63,638
	State Unemployment (.6%)	\$ 383
	Health Insurance (6.35%)	4,041
	FICA (12.26%)	7,802
	Retirement (13.844%)	8,810
	Worker's Comp. (1.02%)	650
	Premium Pay	1,058
	Typing Diff. for Clerk II and Office Asst.	
	20.34 biweekly per position =(20.34) (26) (2)	
	Subtotal Benefits	\$ 22,744
	Total Salaries and Benefits	\$ 86,382





## Program Element Description

### County Executive

Justice System Advisory  
Group

Program Category No: 1

Submitting Agency: Justice System Advisory Group

No. of This Element: 2

Agency Contact Person: Charles DeWitt

Total No. of Elements: 11

Address: 70 W. Hedding St., 11th floor  
San Jose, CA 95110

Submitting County: Santa Clara

Telephone: (408) 299-4311

### Need Statement

The legislation creating the County Justice System Subvention Program mandates that the Board of Supervisors establish a County Justice System Advisory Group responsible for preparing and forwarding to the Board of Supervisors a recommended application for funding. This Advisory Group is charged with the responsibility of ascertaining the needs of the local justice system and evaluating alternative programs to meet these needs.

### Overview

In order to meet the responsibilities outlined above, the County Justice System Advisory Group holds regular monthly meetings as well as special general meetings. The Group has several active subcommittees which meet often and make recommendations to the full group. Members of the Master Planning Committee meet weekly to oversee the development of a comprehensive long range plan for the delivery of justice services in the county.

### Intended Results

The County Justice System Advisory Group will conduct a needs assessment, review alternative programs and prepare and submit a recommended application for subvention funds by March 30, 1980.

In addition, the Advisory Group will prepare and disseminate Requests for Proposals for studies leading to the development of a Master Plan for Justice Services in Santa Clara County.

The \$30,000 allocated will be used to defray group members expenses for local travel and meals associated with Advisory Group activities. A small amount has been allocated to consultant assistance in planning workshops.



# JUSTICE SYSTEM ADVISORY GROUP

I. Salaries and Employee Benefits		\$ -0-
II. Services and Supplies		
Travel - Private vehicle use based on County of Santa Clara's rate of \$.17 per mile. Est. 14,000 miles.	\$2,380	
Professional and Special Services - Three one day workshops on detention planning. Consultant per diem rate to provide training \$100	\$ 300	\$ 2,680
III. Other Charges		
Meals for Advisory Group	\$ 320	\$ 320
	TOTAL	\$ 3,000

## QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$ 559	\$ 814	\$ 814	\$ 813	\$3,000



PROGRAM ELEMENT DESCRIPTION

Program Element Name: Sentencing Alternatives Program

Program Category Number: 1

Total Number of Elements: 11

Number of this Element: 3

Submitting County: Santa Clara County

Submitting Agency: Voluntary Action Center, Adult Probation

Program Element Contact Person: Kevil Smith, Executive Director

Linda Peluso, Project Director

Address: 2175 The Alameda

San Jose, California 95126

Telephone Number: (408) 244-5252

Amount Requested: \$96,485.

Kevil R. Smith  
Signature

March 9, 1979  
Date





SITE LOCATIONS

MAIN OFFICE: 2175 The Alameda  
San Jose, California 95126

Branch Offices: (1) EAST SAN JOSE  
Our Lady of Guadalupe Church  
2020 E. San Antonio  
San Jose, California 95116

(2) SOUTH COUNTY OFFICE  
7539 Egleberry  
Gilroy, California 95020

(3) SUNNYVALE BRANCH  
355 W. Olive  
Sunnyvale, California 94086



## NEED STATEMENT

Sentencing patterns traditionally utilized by the courts have not put a halt to the rising crime rate or produced significant rehabilitative effects. In some instances a jail sentence may cause the loss of gainful employment and subsequent hardship for offenders and their families; fines may impose financial strain on offenders who are unemployed and/or fall within low income brackets.<sup>1</sup> Students are often unable to pay fines; incarceration could seriously interfere with their course of studies. The overcrowding of jail facilities for adults as well as overcrowding at the Juvenile Hall and at the Ranches is a well publicized problem in Santa Clara County. The rising costs of incarceration, the problem of jail overcrowding, and the difficulty in collecting fines make it imperative to provide cost effective alternative solutions for dealing with minor offenders.<sup>2</sup>

The vast majority of convicted offenders, both adult and juvenile, have been found to have (1) little education, (2) few job skills, (3) poor decision-making skills, (4) limited long range vocational goals, and (5) little awareness of community resources to meet personal and/or vocational needs. In the past, no adequate coordinating mechanism has been available to provide out-of-custody offenders with information and referral services.

There is a need for alternative sentencing programs which offer rehabilitative experiences while keeping the offender in the community. Programs which can make a positive and early intervention in the offender's life while affording him/her the opportunity to make restitution to the community are essential, particularly for juveniles and offenders who have not yet been caught in the vicious cycle of crime.

A staggering number of new cases are received by the courts in Santa Clara County each month. Officials from the Municipal Courts estimate that between 1600-1800 new misdemeanor cases are received each month in the San Jose-Milpitas Municipal Court alone. Additionally, over 300 felonies are filed in that same municipal court each month. These figures do not begin to include the other courts served by this program - Santa Clara Municipal Court, Sunnyvale-Cupertino Municipal Court, Gilroy-Morgan Hill Municipal Court, Los Gatos-Campbell-Saratoga Municipal Court, and Santa Clara County Superior Court. The Sentencing Alternatives Program can provide Santa Clara County judges with the means of offering alternative sentences for up to 200 clients per month. This alternative can be especially meaningful for the indigent client, students, the unemployed, the underemployed, or in any instance when community involvement could benefit the offender.

1 Sixty-seven percent of the Adult clients questioned in a recent evaluation of the Sentencing Alternatives Program said that they would not have been able to pay a fine if ordered to do so.

Sentencing Alternatives Program Final Evaluation Report, Santa Clara County Justice System Evaluation Unit, 1979.

2 In their recent study the County Justice System Evaluation Unit performed a cost/benefit analysis between the Sentencing Alternatives Program and more traditional sentences/dispositions which would have been rendered in its absence. It was found that the program saved the county almost a million dollars during the year studied. (1977-78)

Sentencing Alternatives Program Final Evaluation Report, 1979.



## OVERVIEW

The Sentencing Alternatives Program is designed to provide courts with a means of offering certain adult and juvenile offenders the opportunity to perform a designated number of community service hours as an alternative to a fine or incarceration. The program seeks to increase community involvement in the criminal justice system, while providing offenders with positive experiences which can enhance their skills, broaden their interests, teach responsibility, and enable them to make restitution to the community.

Clients are referred to the program from the Santa Clara County Courts and Probation Departments. The program screens and assesses offenders, makes suitable work assignments in non-profit community service agencies, offers information and referral services when needed, and provides follow-up services and information on client performance to courts and probation officers. The program maintains an up-to-date file of potential community placement sites and available work positions. The staff seek to expand resources on an ongoing basis, and provide consultation to agency staff who are working with court referred clients. Staff work to maintain ongoing communication with courts, attorneys and probation departments, along with conducting public relations activities to increase community awareness of the value and availability of community service as an alternative sentence.

During the past year the program sought to determine the feasibility of community service work as an alternative for juveniles. Experience suggests that this is realistic and program services for juveniles are on the increase. In the coming year the program will work in cooperation with other agencies and municipal court judges to test the feasibility of community service as a form of diversion under the authority of P.C. 1001.

The Voluntary Action Center of Santa Clara County, Inc., is a non-profit corporation which has served as a center for volunteerism since 1949. Because of its affiliation with the Voluntary Action Center, the project has available for its use a resource file of over 500 community non-profit agencies. These agencies deliver services in the fields of health, education, recreation, public service, science, and the arts. The Sentencing Alternatives Program has been sponsored by Santa Clara County and administered by the Voluntary Action Center for the past 3 years under grants from the Law Enforcement Assistance Administration and AB 90 funds. Evaluation findings indicate that the program has demonstrated a high success rate in the number of placements made and with the number of offenders completing court assignments. The program has in the past been monitored by the Office of Pre-Trial Services, and is currently monitored by the Adult Probation Department. The Sentencing Alternatives Program has developed operating procedures which assure consistency and accountability to courts, probation officers, community agencies, and clients. Details of case procedure and program methodology are contained in the appendix. In addition, the Sentencing Alternatives Program is an active member of the Association of California Court Referral Programs.





### INTENDED RESULTS

During the coming funding year (July 1, 1979 - June 30, 1980) the Sentencing Alternatives Program will achieve the following results;

1. Screening of approximately 140-200 adult and juvenile clients who will be referred from courts and probation officers in Santa Clara County each month. These individuals will be placed with regard to their interests, skills, education, work experience, capabilities and limitations.
2. Achievement of a completion rate of 75% for those placed, to be measured by completion of work hours, payment of fines, or some combination of the two factors.
3. Provision of service to 250 community service agencies during fiscal year 79-80.
4. Provision of consultation to at least 50 agencies during fiscal year 79-80.
5. Testing of the feasibility of community service work as a diversion program (under P.C. 1001) for a selected group of adults referred from Santa Clara County Municipal Courts. (This will be done in conjunction with Adult Probation, Project Intercept and the North County Volunteer Bureau.)

### EVALUATION METHODOLOGY

During the past year the Sentencing Alternatives Program has participated in a formal evaluation by the staff of the County Justice System Evaluation Unit. The factors evaluated included:

1. An analysis of the degree of accomplishment of program objectives.
2. A process evaluation of how the program operates.
3. A year by year analysis of referral patterns.
4. An assessment of the courts' attitudes and concerns about the Project.
5. An assessment of the rehabilitative effectiveness of the Project.
6. A cost analysis of the Project.

A full evaluation should be published and available for review by April 1, 1979.

The following data will be collected and recorded on an ongoing basis to evaluate the project's performance.

1. Client Referral Data:  
Referral source (court, judge, probation department), offense type, other sentence (probation type), number of hours assigned, length of time provided for completion.
2. Descriptive Data:  
Client age, sex, race, educational background, employment status, marital status, etc.
3. Placement and Completion Data:  
Number of placements, type of agencies served, types of work performed, hours completed, time frame of completed service, number of clients completing, special service referrals made.



## Evaluation Methodology (continued)

### 4. Outreach Efforts:

Outreach efforts of staff will be enumerated by describing the number, purpose and outcome of contacts with:

- a) Community agencies, community groups, etc.
- b) Criminal justice personnel
- c) Future funding or community support sources
- d) Professional organizations

This data will be compiled on a quarterly basis to monitor the program's effectiveness. This data will be kept and complied by the project director and administrative assistant; quarterly reports will be submitted to the program monitor and the Office of Justice System Planning.



## B U D G E T

### I. Salaries and Benefits

#### A. Salaries:

<u>Executive Director/Voluntary Action Center</u>	(12% of time)	\$2,220
As administrative officer for Voluntary Action Center, provides overall supervision and works closely with the project director to implement project requirements. Represents the Voluntary Action Center in all contract negotiations with the County.		
<u>Project Director</u>	Full time \$1288/mo x 12 months	\$15,456
Has overall responsibility for program management, including fiscal accountability, implementation of objectives, development and planning of services, supervision of staff, and internal assessment. Furnishes reports to County Monitor. Acts as liaison with Criminal Justice System and represents program to community. Coordinates training.		
<u>Caseworkers - 2 - Full time</u>	\$965/mo x 12 months (2)	\$23,160
Performs screening, interviewing, assessment, placement, and follow-up services. Responsible for ongoing communication with referral source. Provides optional information and referral services. Initiates ongoing communication with community agencies and develops new agency placements.		
<u>Bilingual Caseworker</u>	Full time \$1002/mo x 12 months	\$12,024
Performs all casework duties, with emphasis on providing services to Spanish speaking clients. Provides outreach to minority communities and develops placements for Spanish speaking clients. Translating services.		
<u>Administrative Assistant</u>	Full time \$965 /mo x 12 months	\$11,580
Develops data collection procedures with Project Director. Monitors ongoing data collection and prepares statistical reports. Coordinates follow-up. Designs and manages office procedures to ensure accountability and consistency in work flow. Supervises staff and volunteers who perform clerical duties and follow-up. Clerical support.		





BUDGET (continued)

<u>Clerk-typist/Receptionist</u>	3/5 time	\$464 /mo x 12 months	\$5,568
Receives incoming calls and schedules appointments. Provides clerical support for Program			

<u>Accounting</u>	\$150/mo x 12 months	\$1,800
Share of Voluntary Action Center's overall computerized accounting services.		

<u>TOTAL SALARIES</u>	<u>\$71,808</u>
-----------------------	-----------------

B. <u>Health &amp; Accident Insurance</u>		
For 5 staff members	$30.20 \times 5 = \$151$	x 12 months \$1,812

C. <u>State Unemployment Insurance</u>		
4.7% of \$35,568		\$1,672
(computed at 4.7% of first \$6,000 per employee)		

D. <u>F.I.C.A.</u>		
6.13% of \$67,788		\$4,155

<u>TOTAL SALARIES AND EMPLOYEE BENEFITS</u>	<u>\$79,447</u>
---	-----------------

II. Services and Supplies

A. <u>Office Expense</u>	\$211 /mo x 12 mos.	\$2,532
(3-part Referral and Placement forms, brochures, client record cards, stationery, files, printing and duplicating services and office supplies)		

B. <u>Equipment Maintenance</u>		\$568
(Service contracts: typewriters, copy machine and mimeograph machine - parts as needed)		

C. <u>Communications</u>		\$4,800
(monthly telephone service	\$275/mo x 12 mos. +	
postage	\$125/mo x 12 mos. )	

D. <u>Travel</u>	\$60 /mo x 12 months	\$720
Staff and volunteers to be compensated at \$0.15 per mile for required trips to community agencies, outpost offices, courts, probation offices, meetings, etc.		

E. <u>Training</u>	
Conferences and seminars	



BUDGET (Continued)

F. Professional & Specialized Services \$0

G. Facilities Operations \$0

H. Rents & Leases \$582/mo x 6 months (July-Dec. 1979) \$7,512  
\$670/mo x 6 months (Jan.-June 1980)

Reception area, interview space, secretarial space, work space and storage.

San Jose office, approx 1100 sq. ft x .42 = \$462 x 6 mos. (July-Dec)  
1100 sq. ft x .50 = \$550 x 6 mos. (Jan-June)

Sunnyvale branch office

approx. 220 sq. ft x .55 = \$120 x 12 mos.

I. Insurance

Liability, Catastrophe, Bonding - \$440 \$440 \$906

Workmen's Compensation - \$466 \$466

2 Clerical Staff

\$17,148 : 171 x .41 = \$70

4 Professional Staff

\$50,640 : 506 x .72 = \$365

2500 volunteer hours @ \$3/hr. = \$7,500

75 x .41 = \$31

TOTAL SERVICE AND SUPPLIES \$17,038

III. Other Charges \$0

IV. Fixed Assets \$0

TOTAL BUDGET (12 months) \$96,485

QUARTERLY COST TABLE

First Quarter	Second Quarter	Third Quarter	Fourth Quarter	TOTAL
\$24,121	\$24,122	\$24,121	\$24,121	\$96,485



## APPENDIX

Program Methodology  
Chronology of a Case  
Management Records  
Sample Monthly Report





## METHODOLOGY

The client will be referred to the Sentencing Alternatives Program by the court or by probation officers. A specific number of community service hours will have been assigned and the client must be willing to participate in the program. The Sentencing Alternatives Program caseworker will conduct an in-depth screening and assessment at the time of the interview. The clients' goals, interests, skills, assets, and limitations will be taken into consideration. Information and referral services will be offered if appropriate. In placing the client, attention will be given to such factors as geographic location, transportation, educational status, past work experience, school and work schedule, family situation, and special requests of the court. Every attempt will be made to match the client with an appropriate agency. The agency will be contacted to discuss their willingness to work with the client, work programs available, and mutual responsibilities. A formal referral will be made when the appropriate agency is agreed upon. When a community service referral is made to an agency where there will be close contact with children, staff will verify that the client has no record of serious felony conviction or any other assaultive conduct. In such cases, the client signs an "Authorization to Verify Prior Record" form. The caseworker obtains clearance from the probation officer if the client is on formal probation, or from the Office of Pre-trial Services if the person is on informal probation. Staff will provide follow-up services to resolve any placement problems and to ensure that work assignments are being completed. Follow-up contact by phone is made one month after placement, midway through the assignment, and prior to completion. On site visits may be conducted if required. Follow-up may be performed by each caseworker, or by a trained volunteer. The administrative assistant is responsible to see that follow-up contact is up-to-date.

Program staff will continue to identify community service agencies which can serve as placements for juvenile and adult offenders. Relationships with all community service agencies will be strengthened through initiating contact and agency visitations on a regular basis. In like manner, program staff will visit judges, attorneys, probation officers and interested community groups at periodic intervals to promote widespread knowledge of and consistent participation in the program. Attempts will be made to have the program publicized in local newspapers and on public service announcements so that citizens will be aware that community service is available as a sentencing alternative. The project director will take on major responsibility for communication with the courts and criminal justice agencies. The executive director of the Voluntary Action Center and the project director will coordinate publicity and public relations.

Because the program has been in existence for three years, relationships with the courts have been established. The judges are aware of the program and the court clerks are aware of referral procedures. Municipal Court judges are visited individually at periodic intervals. The program's affiliation with the Voluntary Action Center provides access to VAC's resource files of over 500 community agencies. Well over 200 agencies in Santa Clara County are familiar with the Sentencing Alternatives Program and accept court referred workers.

The Sentencing Alternatives Program serves an area ranging from Gilroy in the South County to Sunnyvale in the North. There is a separate Volunteer Bureau and Court Referral Program in the North County which serves Palo Alto, Los Altos, and Mountain View. The contact person is John Alston. There is no duplication nor overlap of services.



# CHRONOLOGY OF A CASE

Referral	Client Arranges Appointment	Interview	Verification of Prior Record & Placement	Report to Court	Initial Follow Up	Periodic Follow Up	Notice of Completion	Report to Court
7 days	7 days	1 week	1-2 days	30 days	variable	variable	1 day	

## Typical Post-Sentence Delivery of Service Process

1. Persons referred by court or probation must contact Sentencing Alternatives Program within 7 days.
2. At time of initial contact person is given appointment for interview within the next 7 days.
3. At the time of interview or shortly thereafter, client is given a placement in non-profit agency to do community service hours. In some cases the client's prior record must be verified, which may extend the time needed for placement. Additionally the client's needs are explored and information and referral services are made where appropriate.



Chronology of a Case (continued)

4. Sentencing Alternatives Program informs the court and/or probation department by letter of placement.
5. Follow-up contact is made after 30 days with the agency where client has been placed.
6. Ongoing follow-up contacts are made midway through the assignment and just prior to completion. More frequent follow-up is provided as needed.
7. Sentencing Alternatives Program is notified by client and agency of completion.
8. Sentencing Alternatives Program staff informs court and/or probation department by letter of client's completion.



## MANAGEMENT RECORDS

### A. Types of services rendered by project:

1. Community Service Work Referral Form is used by the courts and probation departments to refer persons to the Sentencing Alternatives Program.
2. Client Record Card is filled out by caseworker at time of interview. Notation is made of all significant contacts with client, court, probation and placement agency on an ongoing basis.
3. Authorization to Verify Prior Record is signed by clients and allows Sentencing Alternatives Program staff to check their suitability for specific types of community work service with Pre-trial Services or the Probation Department.
4. Placement Letter is used to refer clients to an agency where they can do community service hours.
5. Supportive Service Form is used to refer clients for needed services.
6. Tickler Card is used to alert staff to follow-up dates.
7. Court Letter is used to inform courts and/or probation department of client interview, placement, special problems, or to provide closing information.
8. Courtesy Placement Control Sheet is used to refer clients who live outside this county to a court referral program in their area.

### B. Clientele served by project:

1. Chronological Log serves as the prime statistical gathering instrument. In it are recorded:
  - a. Date client is referred to program
  - b. Source of referral
  - c. Type of referral - Sentencing Alternative/Diversion
  - d. Number of hours client has been assigned/length of assignment
  - e. Offense
  - f. Client's sex, age, ethnic background, educational status, employment status, and city of residence
  - g. Agency where client is placed and type of work to be performed
  - h. Supportive service referral
  - i. Date client's case is closed
  - j. Final disposition of client's case
  - k. Number of hours client works

### C. Outreach Activity Log: Each staff member maintains record of outreach activity. These records will be collated monthly to assess program outreach activity.





VAC: SENTENCING ALTERNATIVES - COURT REFERRAL PROGRAM  
Statistical Report - January 1979

I. Source of New Referrals		<u>Educational Status</u>	<u>%</u>	<u>No.</u>
a. Formal Probation:		Less than H.S. Grad	67	83
Santa Clara Co. Superior Ct.	8	H.S. Grad/GED	15	19
San Jose-Milpitas Jud. Dist.	10	Some College	14	7
Santa Clara Judicial Dist.	0	College Grad & +	3	4
Sunnyvale-Cupertino Jud. Dist.	0	Special Training	1	1
Los Gatos-Camp.-Sara.-Jud. Dist.	3	N.S.	0	0
Gilroy-Morgan Hill Jud. Dist.	2			
Out of County area	0	<u>Employment Status</u>		
TOTAL	23	Employed Full Time	26	32
		Employed Part Time	8	9
		Unemployed	58	72
b. Informal Probation:		Homemaker	2	2
San Jose-Milpitas Jud. Dist.	38	Retired	0	0
Santa Clara Jud. Dist.	3	Disabled	0	0
Sunnyvale-Cupertino Jud. Dist.	24	N.S.	6	8
Los Gatos-Camp.-Sara Jud. Dist.	2			
Gilroy-Morgan Hill Jud. Dist.	4	<u>Student Status</u>		
Courtesy, out of county	20	Student	45	56
Federal Probation	0	Non-Student	37	46
TOTAL	91	N.S.	18	22
c. Juvenile Probation	57			
		<u>Income</u>		
TOTAL NEW REFERRALS FOR MONTH	171	\$0-2000	23	29
		\$2-5000	13	16
		\$5-8000	9	11
		\$8-12000	5	6
		\$12000 +	4	5
		N.S.	46	57

II. Client Profile - reflects those referred and interviewed this month, a total of 124

<u>Sex</u>	<u>%</u>	<u>No.</u>
Males	77	95
Females	23	29

III. Most Common Offenses (No. & % of Adult Referrals - 114)

<u>Age</u>	<u>%</u>	<u>No.</u>	<u>No.</u>	<u>%</u>
5-12	1	1	Driving under influence of alcohol or narcotics	31
13-17	41	51	Other vehicle related offenses	14
18-29	37	46	Drug related offenses	7
30-44	17	22	Fraud and Forgery	8
45-64	2	2	Crimes Against Property	23
65+	2	2	Crimes against Persons	10
N.S.	0	0	Sex Related Crimes	1
			Other General Misdemeanors	14
<u>Ethnic Origin</u>			N.S.	6
White/Caucasian	58	72	TOTAL	114
Mexican American	27	34		100
Other Hispanic	3	4		
Black	6	7		
Asian	2	2		
Other	3	4		
N.S.	1	1		

IV. Client Services	
a. Placement Interviews Performed	209
b. Supportive Service Referrals	0
c. Follow-up Contacts Made	298
d. Active Cases Under Supervision	598



VAC: SENTENCING ALTERNATIVES - COURT REFERRAL PROGRAM  
 Statistical Report - January 1979 (Continued)

V. Placement Data:

<u>Agencies Served</u>	<u>No.</u>	<u>%</u>
Churches/Religious Organizations	19	9
Cultural/Media Related	12	6
Day Care/Children's Centers & Programs	5	2
Ecology	18	9
Educational Institutions	19	9
Health Assoc/Hospitals/Medical Facilities	22	11
Information & Referral	2	1
Multi-Service Soc. Service	37	18
Parks and Recreation Programs	39	19
Rehabilitation, Counseling, Youth, and Job Related	32	14
Other/Miscellaneous	<u>4</u>	<u>2</u>
TOTAL	209	100

VI. Cases Closed - 168

<u>Cases closed where Client Received Services</u>	<u>Adults</u>		<u>Juveniles</u>	
	<u>No.</u>	<u>%</u>	<u>No.</u>	<u>%</u>
Completed obligation to court	67	69	30	55
Partially completed obligation	21	22	14	25
Did not complete	<u>9</u>	<u>9</u>	<u>1</u>	<u>20</u>
TOTAL	97	100%	55	100%

Cases Closed/Client did not Report to Receive Services 15 13% 1 2%

Total Hours of Service Contributed: 6,559  
 Monetary Value @ \$3.50 \$22,956.50

This report prepared by Sentencing Alternatives Staff  
 2/5/79



PROGRAM ELEMENT DESCRIPTION

Program Element Name: Court Referral Program  
Program Category Number: 1 Submitting Agency: Juvenile Probation No. County Volunteer Bureau  
Total No. of Elements: 11 Program Element Contact Person: John A. Alston  
Number of this Element: 4 Address: 460 California Ave., Rm.15, Palo Alto, CA  
Submitting County: Santa Clara Telephone Number: (415) 327-2640  
Amount Requested: \$44,328

- 2) Site Locations - All activities conducted from above address
- 3) Need Statement - Selected offenders need the opportunity to volunteer for work in community services agencies as an alternative to paying a fine and/or serving a jail sentence.
- 4) Overview -
  - A. To alleviate the hardships that fine or jail sentence might impose on the family of the offender.
  - B. To reduce the county criminal detention costs.
  - C. To rehabilitate rather than punish the offender.
  - D. To develop new work skills when possible through on-the-job training. Contractor shall provide the following services:
    1. Schedule interview appointments, interview the offenders referred, and place the offenders with an agency according to their interests and skills.
    2. Prepare files for each offender for purposes of follow-up and statistical maintenance.
    3. Maintain communication between community agencies, County agencies, courts, offenders and/or probation officers.
    4. Coordinate and consult with agencies regarding placement of offenders. (Training and orientation.)
    5. Submit a final report to the appropriate court or probation department regarding the offender's performance and the required hours.
    6. Develop an evaluation system to measure the effectiveness of the program in meeting the objectives.





5) Intended Results - During the 1979-1980 Fiscal Year, the North County Volunteer Bureau Court Referral Program shall provide to a minimum of 550 selected offenders placement in community agencies as an alternative to County Jail or payment of a fine.

6) Evaluation Methodology -

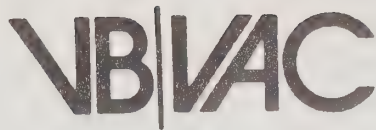
A. Ray Clark, Training Officer, 70 W. Hedding St., West Wing, 2nd floor, 299-3350.

B. Report to Ray Clark monthly.

The County shall have the right to monitor all work performed and all records and procedures to assure that the project is achieving its purpose, and that adequate internal fiscal controls are maintained. The County's Adult Probation Department shall monitor program. Contractor shall cooperate fully with the department by providing information upon request concerning the entire program.

7) Matching Funds - Not applicable.





VOLUNTEER BUREAU  
VOLUNTARY ACTION CENTER

*Court Referral Program*

460 California Avenue, Room 15, Palo Alto, California 94306 • 327-2640

BUDGET PROPOSAL FOR COURT REFERRAL PROGRAM

FY 1979-80

I. SALARIES & EMPLOYEE BENEFITS

A. Salaries & Wages

1 Director	\$15,408
1 Secretary	9,630
1 Interviewer ( $\frac{1}{2}$ time)	5,564

Sub Total \$30,602

B. Employee Benefits \$2,433

FICA & SUI

C. Employee Groups Insurance \$ 750

Total \$33,785

II. SERVICES & SUPPLIES

A. Office Expense	\$ 450
B. Communications	<u>\$1,500</u>
C. Travel	<u>\$ 450</u>
D. Rents & Leases	<u>\$2,943</u>
E. Insurance	<u>\$ 250</u>
F. Admin Costs	<u>\$3,700</u>
G. Training	<u>\$ 750</u>

Total \$10,043

III. OTHER CHARGES \$ -0-

IV. FIXED ASSETS (Typewriter) \$ 500

Total \$ 500

TOTAL BUDGET \$44,328

QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$11,082	\$11,082	\$11,082	\$11,082	\$44,328



FAMILY SERVICE ASSOCIATION OF SANTA CLARA COUNTY  
55 East Empire Street  
San Jose, California 95112

3-12-79

PROGRAM ELEMENT DESCRIPTION

Program Element Name: "Domestic Violence Crisis Intervention Project"

Program Category Number: 1

Total No. of Elements: 11

Number of this Element: 5

Submitting County: Santa Clara

Amount Requested: \$30,326

Submitting Agency: Family Service Association of Santa Clara County

Program Element  
Contact Person: Mario P. Sassano

Address: 55 East Empire Street, San Jose, CA 95112

Telephone Number: (408) 288-6200



## 2) Site Locations.

This project is working in conjunction with the San Jose Police Department in the provision of crisis intervention services to victims of domestic violence. The San Jose Police Department is located at 201 West Mission Street, San Jose, CA 95110.

## 3) Need Statement.

It is recognized quite clearly by police departments throughout Santa Clara County and the United States in general that a substantial amount of their duties include intervening in domestic violence situations. This is especially true in our major urban centers, including San Jose. The problem of domestic violence is one which is receiving substantial attention in the past few years, requiring an increased sophistication in police department intervention in handling these very difficult cases.

Domestic violence includes such situations as family disputes, suicides, child abuse, battered women, wife beating, neighborhood disputes, rape, sexual assault, alcoholism and drug related disturbances. Many of these situations involve crisis intervention strategies that do not actually fall under the purview of police work. According to a study by the Crime Analysis Unit of the San Jose Police Department entitled "Family Disturbances in San Jose" (7/77 - 6/78), approximately 15% of all calls received by the department involved domestic violence situations. This is a very high number, given the lack of resources available to meet this human need in San Jose City (and the County as a whole).

Alleviating domestic disturbances requires very specialized skills, often involving long hours in specific situations. Police do not have the time and often not the intensive, psychological and social service training to sufficiently resolve such complex problems as domestic violence calls for. Traditional police duties call for dealing with robberies, burglaries, assaults, homicides, manslaughter cases and the like. This leaves precious little time for domestic violence type situations. It is a well known statistic in the United States that police officers are injured or killed more often in domestic violence situations than in any other type of police work, with the possible exception of armed robbery. A major causality is the lack of specialized, psychological training in handling this problem.

The San Jose Police Department estimates approximately 10 calls for domestic violence per day during the week, which often becomes 40 calls per day over the weekend. After talking to individual San Jose City Police Officers, we believe this to be a very conservative estimate, given many other police calls are precipitated by family disputes. Nonetheless, it represents an important number of actual calls.

Thus, the need for alternatives to traditional police approaches to successfully resolve domestic disturbances is quite evident. Police officers do not see themselves as family counselors and rightfully so. Thus, this requires an alternative to established police practices in dealing with these volatile and potentially dangerous human situations.

## 4) Overview.

Family Service Association of Santa Clara County has recognized this unmet need





in the City of San Jose. Located in the downtown area, the agency became aware of this need through the efforts of their community workers. As a community agency dedicated to social service projects in the county for over 30 years, Family Service believes it now crucial to reach out and provide the alternative crisis intervention services necessary to meet the identified need.

Family Service Association of Santa Clara County proposes hiring two clinically trained crisis intervention specialists to work with San Jose Police as a crisis emergency team. These crisis workers, based at Family Service Association, will work exclusively with domestic violence problems identified by the San Jose Police Department and the community at large.

The goals and objectives of the Family Service program are as follows:

- (1) To intervene in crisis situations in which police are unavailable or ineffective to deal with domestic violence situations.
- (2) To monitor the crisis situation until its successful resolution.
- (3) To refer individuals and/or families into short and long term psychotherapeutic services.
- (4) To prevent recurrences of domestic problems by timely interventions.
- (5) To make professional crisis mental health services better known to more police officers.
- (6) To give both social service counselors and police officers a better understanding of one another's role in providing community services, so that a mutual appreciation and understanding of the complexities of both assignments would be developed.

This is intended as a pilot project to augment already existing programs at Family Service Association of Santa Clara County in family, group and individual counseling, marital counseling, community work, wife abuse groups, public schools program, child care and a gerontology program. The two crisis intervention specialists will be administratively responsible to the Executive Director of Family Service Association, Mr. Mario Sassano. Family Service has 18 full-time professional staff. The domestic violence project will be city-wide in scope and cover all eight police districts in San Jose, though referrals can be made regarding any citizens in the County of Santa Clara.

#### 5) Intended Results.

The target group is the City of San Jose. In analyzing data gathered by the San Jose Police Department's Crime Analysis Unit, it was demonstrated that the percentage of identified family disturbances by ethnicity in 7/77 - 6/78 was as follows: 49% White, 30% Mexican-American, 18% Black, and 3% Other. Thus, this project will most certainly serve a cross-section of the city populace.



The intended results of the project will be to intervene more appropriately in domestic violence situations, prevent re-occurrences of this problem, educate the community about this service, work with other organizations such as Women's Alliance, Community Legal Services Domestic Violence Unit, Alum Rock Counseling Services, Santa Clara County Mental Health Services, Parental Stress Hotline, Victim/Witness Assistance, and develop a referral network.

The Family Service Program anticipates the following results:

- (1) 150 domestic violence interventions per month by the two M.S.W. Social Workers. These include home visits, phone referrals, outpatient services, police contacts, follow-up calls and case management. Arrange two community meetings per month to educate organizations to the availability of this service. Contact four community organizations per month to provide collateral outreach.
- (2) Make 25 referrals per month for outpatient, inpatient, family and group counseling.
- (3) Make the San Jose Police Department and the community knowledgeable and aware of the service through one meeting per month at Family Service Association.
- (4) Free up the police from the often burdensome and difficult responsibility of domestic violence intervention by providing on-site crisis emergency services by clinically trained counselors.
- (5) Interface directly with community organizations such as Women's Alliance and Community Legal Services to prevent the recurrence and provide a holistic service to individuals, both victims and abusers, in domestic violence situations.
- (6) Provide crisis intervention training at the San Jose Police Department Academy. The purpose of this training is to familiarize and educate police with basic crisis intervention techniques.

#### 6) Evaluation Methodology.

The evaluation of this pilot project is an essential element to the agency. If Family Service Association does not believe the project to be an efficient and effective one, it is not interested in continuing to provide this service.

As in all human service programs and especially one which deals in this relatively new area, evaluation is a very difficult and complex process. However, Family Service Association believes there are certain identified service areas which can be measured with collected data and we will develop the methodology to determine if the identified objectives have been achieved.



- (A) Mario Sassano, Executive Director  
Family Service Association  
55 East Empire Street  
San Jose, CA 95112 Telephone: (408) 288-6200
- (B) The data will be collected by the two crisis intervention specialists hired for the project. Data will be collected in the form of an ongoing log indicating number of cases, type of interventions, case disposition, demographic data, follow-up, etc. and other pertinent statistical data; a research questionnaire has been developed to assess officers' knowledge, interest and potential use of a crisis team; individual case-study of officers.
- (C) The project staff will measure results to objectives to determine if the goals of the project have been reached. If after assessing the material, changes will be made as determined, if necessary.
- (D) Family Service Association will provide 6-month evaluation results of the project and submit these materials to the A.B. 90 Program, the San Jose Police Department, community organizations and others desiring this data.

7) Matching Funds. Not applicable.

Summary. Family Service Association is proposing an innovative alternative to handling domestic violence cases in our criminal justice system. It is a problem that both law enforcement personnel and human service practitioners agree is quite complex in scope, requiring highly skilled intervention to resolve difficult family problems. Family Service Association and the San Jose Police Department believe quite strongly that this project begins to address these problems.

This program as run by Family Service Association is not without precedent. Hayward and Oakland have similar programs. In Detroit (Wayne County), Family Service Association undertook a similar project with quite startling successful results. Some of these results were published in the San Francisco Chronicle and include the following: Families do turn to the police to mediate family conflict; families believed the project helped them through the crisis intervention service; police and Family Service Agency personnel developed a positive relationship in contrast to the long held myth that police and social agencies cannot communicate constructively; and finally and most importantly, the project provides the family with what is often a more appropriate service and it releases time for the police to handle more urgent, criminal matters.

Family Service Association of Santa Clara County believes quite strongly that this intended project can provide similar results to those obtained in the Detroit, Michigan program. By providing a fully trained crisis intervention team to work with police officers, Family Service believes it can deal with problems of domestic violence in a constructive, humanistic and successful manner, meeting the identified objectives and providing an important and needed service to the criminal justice system.





Family Service Association of Santa Clara County

Budget - AB 90 Project

July 1, 1979 to June 30, 1980

SALARIES AND BENEFITS

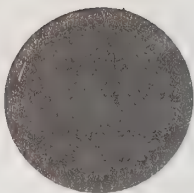
Social Worker	\$ 12,600	
Social Worker	<u>12,600</u>	
		25,200
FICA 6.13% x 25,200	1,545	
SUI 2.6% x 12,000	312	
Health 7% x 25,200	1,764	
Dental 1% x 25,200	252	
Workers Comp 1% x 25,200	252	
Retirement 3.97% x 25,200	<u>1,001</u>	
Total Fringe 20.3%		5,126
Total Salaries and Benefits		<u>30,326</u>
Travel 6,000 miles @ 12¢ = 720 (To be paid by Family Service)		
Total Budget		<u><u>30,326</u></u>

QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$7,582	\$7,582	\$7,581	\$7,581	\$30,326







# PROJECT INTERCEPT

Foundation for Research and Community Development, Inc.  
235 E. Santa Clara Street, San Jose, California 95113. (408) 286-9247

## PROGRAM ELEMENT DESCRIPTION

AB-90 FISCAL YEAR 1979-80

### TUTORIAL

		JPD
PROGRAM CATEGORY NUMBER	1	SUBMITTING AGENCY PROJECT INTERCEPT
TOTAL NO. OF ELEMENTS	11	AGENCY CONTACT PERSON RICHARD BOSS
NUMBER OF THIS ELEMENT	6	ADDRESS 235 E. SANTA CLARA ST. SUITE 508
AMOUNT REQUESTED	\$60,406.	SAN JOSE, CALIFORNIA 95113

SUBMITTING COUNTY SANTA CLARA TELEPHONE NUMBER (408) 286-9247

## NEED STATEMENT

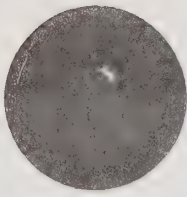
According to the County Office of Education, there are 10,000 school age youngsters not attending school at any one time in Santa Clara County. In addition to the estimated 10,000 students who are not attending school, there are many who are at the critical point of failure, but who are still attending school. In the March 4, 1977 Report to Congress entitled Learning Disabilities: The Link to Delinquency Should Be Determined, But Schools Should Do More Now, the Comptroller General of the United States said: "There is little doubt that most juvenile delinquents have behavior problems in school, and many may be 'academic underachievers'--pupils of normal intelligence who are two or more years below the level expected for their ability. Compensating for or correcting such disabilities is justified for its own sake. It just may have the added dividend of reducing delinquency. There is room for much improvement in this regard in the public school system and in institutions housing delinquents".

The Juvenile Probation Department of Santa Clara County and the County's School Attendance Review Boards have indicated that a strong need exists for the development and implementation of a tutoring program designed to meet the unique academic needs of the 14-18 year old juvenile with school attendance and/or delinquency problems, both in-school and out.

## OVERVIEW

Project Intercept, with its background in GED and basic education tutoring of offenders, in conjunction with Operation SHARE a program with 13 year history of in-house tutorial assistance, proposes to provide basic reading improvement and other academic tutoring to juveniles referred from the Juvenile Probation Department and the County School Attendance Review Boards.





# PROJECT INTERCEPT

Foundation for Research and Community Development, Inc.

235 E. Santa Clara Street, San Jose, California 95113. (408) 286-9247

## PROGRAM ELEMENT DESCRIPTION

AB-90 FISCAL YEAR 1979-80

### TUTORIAL

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NUMBER OF THIS ELEMENT \_\_\_\_\_ ADDRESS 235 E. SANTA CLARA ST. SUITE 508  
SAN JOSE, CALIFORNIA 95113

SUBMITTING COUNTY SANTA CLARA TELEPHONE NUMBER (408) 286-9247

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Project Intercept, with its background in GED and basic education tutoring of offenders, in conjunction with Operation SHARE a program with 13 year history of in-house tutorial assistance, proposes to provide basic reading improvement and other academic tutoring to juveniles referred from the Juvenile Probation Department and the County School Attendance Review Boards.





The program, under the auspices of Project Intercept, has been divided into two components. Project Intercept will provide one-to-one tutorial assistance for 80 juveniles at its facility in central San Jose. Operation SHARE will provide one-to-one tutorial assistance to 16 juveniles in their homes. These figures are alterations of the original AB-90 program and were felt to be more appropriate based on the experiences of the first four months of program operation.

Juvenile Probation Department Officers will refer juveniles to Project Intercept for intake and screening. It is hoped that through the SARB process participants will be referred to the agency prior to or concurrent with their entering into the criminal justice system. Acceptance of such referrals will be contingent upon approval of the pupil, his/her SARB (District Office) and the Project Intercept staff. A standardized procedure will provide academic and motivational assessment. Further student background information will be gathered from teachers, school administrators and probation officers. Those juveniles preferring home tutoring will be referred by Project Intercept to the Operation SHARE liaison. A student file will be maintained with all pertinent data for student and program evaluation purposes.

Tutoring will be conducted on site or in the home on a four hour per week basis. The tutoring period will average 6 months in length but may vary according to the individual need. Content of the tutoring will be determined after assessment of the student's needs. Definite goals will be set for each student. Upon realization of the student's goals, the student will be successfully completed from the program and/or new goals will be established.

#### INTENDED RESULTS

It is our hypothesis that the student's reading and academic achievement levels will improve through a one-to-one tutorial program. In order to validate this hypothesis, a pre and post-test (the Sucher-Alred Reading Placement Inventory) will be administered to those students with reading problems. It is anticipated that a minimum of a month's improvement will occur for each month tutored. Additional results in academic and social areas will be determined through self-assessment, teacher and tutor assessment, and Probation Officer evaluation.

A further result of this pilot program will be to develop a needs assessment for this target population. An additional result will be an anticipated reduction in recidivism because of the juveniles positive experience in the tutorial program. Also, it is hoped that upon completion of the tutorial program participants will either return to traditional schooling or some further educational training. Our experience to this point has shown that participants have been re-motivated to return to the above mentioned activities.

#### EVALUATION

All objectives and goals of the program will be thoroughly studied and evaluated. Individual and cumulative data will be maintained and supplied by Project Intercept and Operation SHARE to the evaluators, Juvenile Probation Department, and the SARBS.



PROJECT INTERCEPT  
BUDGET  
July 1, 1979 to June 30, 1980)

TUTORIAL  
JPD

I.A. SALARIES

*Supervisors		4133
Counseling Coord.	(1410)	
Admin. Aide	(1175)	
Education Coord.	(1548)	
Supervising Instructor		13833
Tutor		11250
Counselor		11850

TOTAL SALARIES 41066

B. BENEFITS

FICA (6.13%)	2517
SUI (4.8%)	1971
*Kaiser (5.65%)	2322
*Dental (1.04%)	426
*Life (0.28%)	<u>116</u>

TOTAL BENEFITS 7352

II. SERVICES AND SUPPLIES

A. Education & Office Supp/Printing	1200	
B. Communications	725	
C. Professional/Special Services		
1. Accounting	600	
2. Operation SHARE	2500	
3. Tutors	755	
D. Rent	5520	
E. Insurance/Workman's Comp	240	
F. Travel	160	
G. Equipment Rent	<u>288</u>	
TOTAL SERVICES AND SUPPLIES		<u>11988</u>
TOTAL BUDGET		<u>60406</u>

\*The figures listed above represent ten percent (10%) of these supervisor's salaries, which have been charged to this program on a nine month (October 1, 1979 - June 30, 1980) basis. Salaries for these employees were provided for under a previously existing contract for the first three months of the Fiscal Year (1979-80).

Fringe benefits for these supervisors have also been calculated on a 10% basis, over the same nine month period.





PROJECT   INTERCEPT

TUTORIAL

1st.	2nd.	3rd.	4th.	TOTAL
\$15,101	\$15,101	\$15,102	\$15,102	\$60,406





# PROJECT INTERCEPT

Foundation for Research and Community Development, Inc.  
235 E. Santa Clara Street, San Jose, California 95113. (408) 286-9247

## PROGRAM ELEMENT DESCRIPTION

AB-90 FISCAL YEAR 1979-80

### SUPERVISED O.R.

PROGRAM CATEGORY NUMBER	<u>1</u>	SUBMITTING AGENCY	<u>PROJECT INTERCEPT</u>
TOTAL NO. OF ELEMENTS	<u>11</u>	AGENCY CONTACT PERSON	<u>RICHARD BOSS</u>
NUMBER OF THIS ELEMENT	<u>7</u>	ADDRESS	<u>235 E. SANTA CLARA ST. SUITE 508</u>
SUBMITTING COUNTY	<u>SANTA CLARA</u>	<u>SAN JOSE, CALIFORNIA</u>	<u>95113</u>
		TELEPHONE NUMBER	<u>(408) 286-9247</u>

## NEED STATEMENT

The County of Santa Clara, through the Supervised O.R. Unit of the Office of Pretrial Services, supervises for the court the release of felony offenders during the pretrial period. The primary purpose of that unit is to release from the Sheriff's custody those persons who cannot afford to post bail and who the court would not release on a straight O.R. Were it not for this program, these persons would remain in custody during their pretrial period, which averages approximately 120 days. During the time these defendants are under Supervised O.R., contact is maintained to assure that court appearances are met.

There are approximately 35,000 bookings per year into the Santa Clara County jail. Of that number, approximately 10,000 are released on O.R. and approximately 600 per year on Supervised O.R. The majority of those released on Supervised O.R. are unemployed. The Supervised O.R. Program does not have the skills nor the availability of a manpower program for direct referral to meet the unique manpower and social needs of this high risk population. The likelihood of increased employability decreasing the rate of recidivism, thereby reducing criminal justice costs, is considerable.

## OVERVIEW

Project Intercept proposes to provide a program of counseling, educational services, vocational training and job placement to individuals referred from both the Supervised O.R. program and the Juvenile and Adult Probation Departments. Project Intercept, funded through CETA Titles II and IV, is a community-based court diversion program with an eight year history of serving the needs of young offenders in counseling, training and job placement. Project Intercept has expanded its existing program by 10% to accommodate the additional clients. Specialized job development techniques have been implemented to generate jobs from the private sector for participants with pending court dates and possible sentencing, if convicted.



### INTENDED RESULTS

It is anticipated that 20 people/month will be enrolled in the Project Intercept program to receive manpower services. All enrollees will receive educational, vocational and/or job placement services in conjunction with counseling. It is estimated that 10 persons/month will be placed on jobs and 10 will be enrolled in educational and vocational training services. Training graduates will be placed following graduation. Actual figures will be based on client need and flow of referrals. As S.O.R. staff and/or the judges become increasingly aware of Project Intercept as a viable alternative, and/or S.O.R. criteria is expanded, gradual increases in the number of referrals are anticipated. Until such time as the number of referrals reaches the aforementioned levels, referrals from the Adult and Juvenile Probation Department will be served. Thus, the program will maintain its cost effectiveness in the provision of manpower services to the various County departments.

In addition to increasing the employability of the program's participants, indirect results will include an expected reduction in recidivism, a decrease in the failure to appear rate and additional sentencing alternatives available to judges due to the positive direction assumed by the participant.

### EVALUATION METHODOLOGY

The Office of Pretrial Services of Santa Clara County, under Ron Obert, will evaluate the success of the program through the study of individual progress toward accomplishment of program goals. Project Intercept staff will closely coordinate supervision and reporting with OR staff to facilitate evaluation. Statistics and data collection will be conducted by Project Intercept staff. A monthly report will be submitted by Project Intercept to the Office of Pretrial Services which will include: number persons referred, number persons enrolled, number placed in training basic education or GED and number graduated, number placed in training and number placed in unsubsidized employment. Follow-up studies will be done on recidivism and sentencing patterns of those enrolled in the Project Intercept program as compared to those not enrolled. The results of the evaluation will provide the basis to determine degree of need and the success in achieving the intended results.



PROJECT INTERCEPT  
BUDGET  
(July 1, 1979 to June 30, 1980)

SUPERVISED O.R.

I. A. SALARIES

*Supervisors	7616
Manpower Coord.	(1418)
Counseling Coord.	(1409)
Program Director	(2066)
Admin. Aide	(1175)
Education Coord.	(1548)
1-Counselor	12462
1-Job Developer	14879
1-Instructor	11290
	<u>46247</u>

TOTAL SALARIES

46247

B. BENEFITS

FICA (6.13%)	2835
SUI (4.8%)	2220
*Kaiser (5.25%)	2430
*Dental (.96%)	446
*Life (.26%)	122
	<u>8053</u>

TOTAL BENEFITS

8053

II. SERVICES AND SUPPLIES

A. Office Supplies and Printing	1300
B. Communications	785
C. Professional/Special Services	
1. Accounting	720
2. Training	895
D. Rent	5980
E. Insurance/Workman's Comp.	260
F. Equipment Rent	312
G. Travel	520
	<u>10850</u>

TOTAL SERVICE AND SUPPLIES

10850

III. OTHER CHARGES

A. G.E.D. Test Fees	1000
B. General Emergency	417
	<u>1417</u>

TOTAL OTHER CHARGES

1417

TOTAL BUDGET

66567

\*The figures listed above represent ten percent (10%) of these supervisor's salaries, which have been charged to this program on a nine month (October 1, 1979 - June 30, 1980) basis. Salaries for these employees were provided for by a previously existing contract for the first three months of the Fiscal Year(1979-80).

Fringe benefits for these supervisors have also been calculated on a 10% basis, over the same nine month period.





PROJECT INTERCEPT  
SUPERVISED O.R.

1st.	2nd.	3rd.	4th	TOTAL
\$16,641	\$16,642	\$16,642	\$16,642	\$66,567



INMATE LEGAL SERVICES

Program Category Number: 1

Total Number of Elements: 11                      Number of this Element: 8

Submitting County: Santa Clara County , Sheriff's Department

Submitting Agency: Santa Clara County Bar Association Law Foundation, Inc.

Agency Contact Person: Constance Carpenter, Directing Attorney

Address: 210 South First Street, Suite 409, San Jose, California 95113

Telephone: [408] 295-0322

Amount Requested: \$ 65,391.00

Site Locations: Inmate Legal Services (I.L.S.) works out of a small set of offices on the fourth floor of the Community Legal Services Building, at 210 South First Street in downtown San Jose. Out of this location the program serves the civil legal needs of all inmates incarcerated in Santa Clara County jails, including those in the Main Jail in San Jose, the North County Jail in Palo Alto, the Elmwood Correctional Center for Men in Milpitas, the Women's Detention Facility in Milpitas, and the Women's Residential Center in San Jose. I.L.S.' work begins with staff interviews of clients in these jails and continues through representing them in courts throughout the County, if necessary.

Need Statement: Inmate Legal Services in Santa Clara County was created to respond to the documented need of inmates for civil legal assistance. The program is also partially a result of the increased awareness that county and state governments have a legal duty to provide such civil



legal services for their incarcerated populations.

The U.S. Supreme Court, in a unanimous opinion, Bounds v. Smith (1977) 430 U.S. 817, 97 S.Ct. 1941, 52 L.Ed.2d 72, reaffirmed its earlier holding in Younger v. Gilmore (1971) 404 U.S. 15, 92 S.Ct. 250, 30 L.Ed.2d 142, that each state has an affirmative constitutional duty to furnish prison inmates with "extensive law libraries or, alternatively, to provide inmates with professional or quasi-professional legal assistance". Cruz v. Hauck, 404 U.S. 59, 92 S.Ct. 313, 30 L.Ed.2d 217 (1971) dealt with the necessity for furnishing legal materials to County Jail inmates and thus extended these cases to include people incarcerated in County Jails as well as State Prisons.

Nearly 95% of those state corrections commissioners, prison wardens, and treatment directors responding to a national survey supported the creation and expansion of prison legal services. Over 80% felt legal services provide a safety valve for inmate grievances, reduce inmate power structures, reduce tensions from unresolved legal problems, and contribute to rehabilitation by providing a positive experience with the legal system. See, Cardarelli & Finkelstein, "Correctional Administrators Assess the Adequacy and Impact of Prison Legal Services Programs in the United States", 65 J.Crim.Law & Criminology 91, at 95, 98, 99.

In California the need for civil legal assistance has been recognized by the California Supreme Court in Payne vs. Superior Court, 17 C.3d 908 (1976). Attempts to rehabilitate inmates can be easily thwarted by external problems (such as domestic or financial affairs) which are un-



settling to the inmate and cause her/him to become embittered. The Court noted a "substantial default judgment that may be enforced against a prisoner years after he is released", as an example of an external problem which could have serious ramifications on the inmate's "state of mind" while incarcerated, and hinder his/her re-entry into his/her community upon release.

The Supreme Court also noted that denial of an inmate's access to the Courts is not conducive to fostering his/her respect for the legal system. The Court concluded that "...it is highly unlikely that a prisoner could learn to respect a regime that threatens to deprive him of present and future possessions and allows him to defend his possessory rights only if he is affluent enough to afford a lawyer..."

The California Supreme Court further determined in the Payne decision that default judgments could not be taken against indigent prisoners who had no access to legal assistance,

In Santa Clara County the need for civil legal services in our jails was first addressed in Batchelder v. Geary, No. C-71-2017 (N.D. Cal.) Due to the need shown by this case, and due to increased general awareness in this county, Inmate Legal Services came into being and began offering civil legal assistance to inmates in Santa Clara County Jails in September of 1976. The program continued in full operation until July of 1978 when LEAA funding was exhausted. After a four month hiatus, the program reopened in November of 1978 with a small grant from a private foundation, and has continued to the present time under A.B.90 funding and a grant from the Inmate's Welfare Fund. During the period from September 1976 to July 1978, Inmate Legal Services opened nearly 1,400 cases, and has handled over





250 cases since reopening in November of 1978.

In 1977 and 1978, independent evaluations of the program documented the clear need for this program in Santa Clara County Jails

"Where resolution [of individual cases handled by ILS] was achieved, resolution was generally in the client's favor by a ratio of nearly 3 to 1. This would seem to indicate that:

-In a significant number of cases, client service demands and needs are real.

-That, in areas such as jail administration, there is a need for some party to represent the inmate and serve an advocacy role."

An Evaluation of the Inmate  
Legal Services Project,  
1976-77 F.Y., Hughes, Heiss

"...all representatives [of law enforcement agencies and social services agencies familiar with ILS] with whom we spoke recognized a need for inmate advocates. One individual referred to ILS as the 'conscience factor' or 'watch-dog' within the jail. Others were grateful for its role in alleviating inmate frustration and handling the social and human dimensions of custody for which deputies had no time."

Final Evaluation Report:  
Inmate Legal Services In  
Santa Clara County.  
Sandra Stein and  
Victor Rudwin, Consultants,  
July 25, 1978, p. 27.

Overview: I.L.S. addresses all the civil legal problems of its inmate clientele. These include domestic matters (marriage, dissolution of marriage, child custody, family support, family illness),



housing problems (evictions, deposits, destruction of tenant's property), financial issues (personal injuries, bankruptcy, property loss), social welfare (Social Security, AFDC, Disability), civil rights issues, internal jail issues (work furlough, housing, emergency releases, discipline, medical care), and other conditions of incarceration (holds, sentence modifications).

During the brief 4 months since November 1, 1978, I.L.S. has opened over 250 cases. (This can be compared to the total of 20 cases handled by a volunteer attorney over the 4 month period that I.L.S. was not in operation). The cases have spanned the entire range of legal areas outlined above, and the nature of the work required on them has ranged from short phone calls to lengthy pleadings and Court appearances.

The existence of this full time office with permanent, professional staff has advantages behind the large caseloads made possible by such concentrated skills and effort. In late January, I.L.S. staff began keeping record of referrals made to other service agencies. It appears that the office performs 50 to 60 referrals each month. Some of these referrals are to non-legal programs in this County, and some are to legal services in other areas. The time spent on these referrals ranges from a 5 minute phone conversation to an hour or more tracking down available legal services and arranging to have the case handled.

Additionally, the I.L.S. staff was able to organize a first-ever meeting with all other programs in California providing similar civil



legal services to jail inmates. This was held in San Francisco on March 5, 1979. Program staff from San Francisco, Fresno and Santa Clara County shared ideas as to how to best provide the needed services and discussed methods for cooperation and coordination of efforts.

The office staff is also training three law students from the University of Santa Clara Law School. Each law student works up to 15 hours per week for credit pursuant to an internship agreement between I.L.S. and the University. The law students handle individual cases (under the supervision of a Staff Attorney), help with the clerical operation of the office (such as updating our referral list), and prepare memoranda on issues pertinent to the work of the office. Also a volunteer from the community does interviews and clerical work for the program one day per week.

All inmate requests for assistance are handled on a first come, first serve basis (with the exception of clear emergencies which, of course, receive priority). After an initial interview with the client (conducted in the jail by either an attorney, law student, or a volunteer), the interviewer performs all necessary follow up work to the extent of his or her job abilities, or requests the Directing Attorney to assign the case to the appropriate person. Confidentiality of all client cases is fully maintained, and case files are kept according to standard law office practice.

The program interfaces with the Public Interest Law Firm of the Santa Clara County Bar Association Law Foundation and its jail improvement litigation efforts. A portion of I.L.S.' ongoing work is con-



cerned with improved jail conditions and improved rehabilitation opportunities for inmates, since daily contact with institutional life brings these needs constantly to the attention of the program personnel. To this end, I.L.S. has contracted with the Public Interest Law Firm to assist in its jail improvement efforts.

Population Served: Inmate Legal Services handles civil legal matters on request from prisoners at all 5 Santa Clara County Jail facilities. While I.L.S. finishes cases once started, new cases from inmates who are no longer incarcerated are referred to other agencies.

There are approximately 1,500 people incarcerated in Santa Clara County Jails at any given time.

Staff Roles and Responsibilities: I.L.S. staff consists of two attorneys (one of whom is the Program Director), a legal worker, and up to 5 law student interns and volunteers. For the sake of economy the staff shares responsibility for clerical and secretarial work, and receives occasional secretarial back-up from Community Legal Services.

Staff responsibilities are assigned as follows:

- 1) Attorneys - Staff attorneys handle those problems which potentially involve Court action because they can follow the case through to litigation if appropriate, and can effectively negotiate settlements with other attorneys. The attorneys represent inmates, for example, in child custody hearings, contested dissolutions, personal injury defense, and sentence modifications. Attorneys also work to obtain Court orders for various purposes, such as for a blood test for an inmate needing a marriage license, or an order for a temporary release to at-





tend the funeral of a family member, or for other extraordinary emergencies.

The staff attorneys supervise the work of all non-professional staff. The law students submit a copy of their notes from every interview, as well as every communication concerning a client, to the Directing Attorney who returns their work with comments. The law student interns and volunteers discuss every case they work on with one of the staff attorneys. The attorneys also conduct semi-weekly training sessions for the law students and volunteers.

The Directing Attorney is responsible for day-to-day project operations, and furnishes progress reports to the Board of Directors of the Law Foundation, and to the Bar Association. The Directing Attorney also serves as Project Director and works with the County Executive's Office and the Sheriff's Finance Office in the funding and monitoring of the project.

2) Legal Worker: The legal worker is responsible for much of the daily trouble-shooting within the institutions, handles investigations for the attorneys, and has a supervised caseload in the areas of finance, tax, benefit payments, and other matters which are not often litigated.

3) Law Student Interns: Law students handle cases under the direct supervision of the staff attorneys. They assist attorneys in all matters within the bounds of the Student Practice Act of the State Bar of California. Background legal and factual research, as well as client interviews, are within the scope of intern work.

Program Administration: The Santa Clara County Bar Association Law Foundation's Administrator and its Board of Directors are responsible for overseeing total operations. The Santa Clara County Bar Association Law Foundation also serves as fiscal agent for the project, and maintains



project financial records. The I.L.S. Directing Attorney is responsible for all daily functioning of the project.

INTENDED RESULTS, GOALS AND OBJECTIVES: The overall goals and objectives of I.L.S. are currently being addressed by the program. These goals relate to a need which is continuing and which necessitates ongoing services:

- 1) To provide high quality civil legal assistance to all indigent inmates of the Santa Clara County Jails.
- 2) To demonstrate a cost effective way to meet the need for civil legal representation found in the Payne case.
- 3) To insure that all jail inmates are aware of the availability of project services and are able to make contact with project staff.
- 4) To provide training for law students in a clinical practice setting.
- 5) To conduct jail reform litigation and insure prisoners' full exercise of rights and improved rehabilitation opportunities.
- 6) To work for legislation which would provide statewide funding for similar civil legal programs for inmates.

EVALUATION: I,L,S. has no plans for funding a formal outside evaluation at this time. Two evaluations of I,L,S. have been done in the immediate past; each shows the need for the services provided by I,L,S., and each praises the performance of I,L,S. Both evaluations have been printed and distributed by the American Bar Association as a nationwide example of a quality program for providing civil legal services to inmates. See: An Evaluation of the Inmate Legal Services Project 1976-77 F.Y. Hughes, Heiss & Associates: Final Evaluation Report, Inmate Legal Services in Santa Clara County Sandra Stein and Victor Rudwin, Consultants, July 25, 1978. (a copy of this latter report is included with this application).



INMATE LEGAL SERVICES PROGRAM BUDGET, 1979-80

Salaries:

Directing Attorney	\$ 18,000.00
Staff Attorney	16,000.00
Paralegal Assistant	12,000.00
Legal Secretarial	-0-
	<hr/>
	\$ 46,000.00

Benefits:

Benefits (health, parking), taxes and insurance	
FICA, SDI, Unemployment at 17%	7,820
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I	<u>Total Salaries and Benefits</u>	\$ 53,820
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II Services and Supplies

Law Student Interns	-0-
Contract with Public Interest Law Firm (for jail reform litigation efforts on an hourly basis)	4,431.00

Office Expenses:

Rent, reproduction, supplies	1,500.00
Telephone	1,680.00
Travel	1,000.00
Professional Liability Insurance	460.00
Professional services - bookkeeping and records	2,000.00
Court costs	500.00
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II	Total Svcs and supplies	\$ 11,571.00	\$11,571.00
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	Program Total	\$65,391.00
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QUARTERLY COST DISTRIBUTION

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total Quarter
\$16,350	\$16,347	\$16,347	\$16,347	\$65,391





## PROGRAM ELEMENT DESCRIPTION

Program Element Name: Placement

Program Category Number 1 Submitting Agency: Juvenile Probation Dept.

Total Number of Elements 11 Program Element Contact Person: Richard W. Bothman  
Chief Probation Officer

Number of this Element 9 Address: 840 Guadalupe Parkway  
San Jose, CA 95110

Submitting County Santa Clara Telephone: (408) 299-2141

Amount Requested: \$342,719.00

### NEED STATEMENT

The Juvenile Court of Santa Clara County in the exercise of the discretion given to it in Section 727 of the California Welfare and Institutions Code orders youth within its jurisdiction to be placed in a variety of non-secure facilities: foster homes, group homes and private institutions. These are youth who, in the Court's determination, do not need the confines of a structured, secure environment but who do require a more intense level of service than can be provided by returning them to their own home in the community. To illustrate the size of this population, in the last six months of FY 1977-1978 the Juvenile Court in Santa Clara County ordered three hundred and three (303) youth committed to the Probation Officer for placement. Further, in the same period of time there were an average of 295 youth in group home and private institutional placement and 284 youth in foster home placement.

Therefore, in this regard, a need exists in Santa Clara County for the Juvenile Probation Department to develop the capability to implement the orders of the Court effectively and efficiently. Our intent is to implement the program described below to provide services for youth ordered placed outside of their immediate home environment.

The services in this regard were terminated as part of budgetary reductions necessitated by the passage of the Jarvis-Gann initiative in 1978.





## OVERVIEW

The proposed method for filling the need as stated is the establishment of two (2) probation units whose objective will be to place youth ordered placed by the Juvenile Court and to supervise them while in placement. Two units in combination consisting of two (2) Supervising Probation Officer I's, eleven (11) Deputy Probation Officer I, II or III's (alternately staffed positions) and two (2) Clerk III's will be organizationally located in the Department's Community Services Division. The unit supervisors will report directly to a Supervising Probation Officer II who is at a middle management level in the Department.

After the Court orders a youth placed, the case will be referred to one of the units and assigned to a Deputy in the unit who serves as a screening officer. His/her primary functions are as follows:

1. Maintaining a catalog and profile of the various placement facilities and potentials.
2. Identification and assessment of the placement needs of the youth.
3. Location of an appropriate placement.
4. Providing services to the youth and/or his family until placement is effected.
5. Maintaining all administratively and legally directed requirements in the case, e.g., welfare eligibility forms, periodic reports to the Court (737b Welfare and Institutions Code), et cetera.

When the youth is placed in a specific facility, the case will be assigned to one of the other deputies in the unit who will manage it while the youth is in placement. Some of the tasks and duties include but are not limited to the following. (Note: In the narrative to follow the general term "placement" will be used and refers to all types of placements: group homes, institutions and foster homes.)

- In conjunction with the placement, natural family and the youth, a service plan will be developed that is monitored by the unit supervisor monthly. In virtually all cases the objective of the plan is to reunite the youth with his family.
- Monitor the youth's behavior while in placement and continuously evaluate the improvement of his behavior.
- If a new violation is committed of sufficient severity, reprocess the youth through the Juvenile Court. This involves evaluating the violation, consulting with the District Attorney, preparation of all legal documents, completing a jurisdictional and dispositional investigation and preparing a report to the Juvenile Court recommending a disposition of the matter.
- Functioning mainly as a broker of services, facilitating the acquisition of supportive services to the natural family.



- Explain and update the placement program to the natural family.
- If return to the natural parents' home is not feasible, provide this brokerage service to the extended family.
- Relative to the placement, acquaint them with the youth's background and other relevant information, anticipate problems and advise and support them during the term of the placement.
- For those placements which employ various types of consultative staff, work directly with them to the end of modifying the youth's behavior.
- Provide, when necessary, crisis intervention services in the following relationships: youth-placement; youth-family; family-placement; family-funding agency; placement-funding agency.
- As the time approaches for the youth to return home, provide increased services with all primary and secondary case contacts to effect as smooth a transition as possible.
- Provide information and services to the school, District and County Department of Education from which the youth is departing and to which he is relocating.
- Coordinate with the social worker what may be assigned to the family and/or placement.
- Maintain and monitor various facets of the placement such as medical needs, payments, clothing inventory, placement's budget, applications for aid, financial evaluations, et cetera.
- Interface with the local Department of Social Services licensing staff by locating and referring potential placements to their staff and utilizing the placement resources available to them.
- Relative to the State, serve as a secondary arm of the State licensing function by monitoring programs and reporting any concerns or known standard violations.
- As dictated by case parameters, interface with other State (e.g., Medi-Cal) and Federal (Social Security Administration) agencies.

As generally alluded to above, this program element will be divided into two (2) projects. Functionally each of the two (2) projects will be identical. Workload will be divided consistent with its commonality, degree of difficulty and respective staffing patterns. Staffing will be as follows:



#### PLACEMENT I (PROJECT NO. 1)

- 1 Supervising Probation Officer I
- 6 Deputy Probation Officer I, II or III
- 1 Clerk III + T\*

#### PLACEMENT II (PROJECT NO. 2)

- 1 Supervising Probation Officer I
- 5 Deputy Probation Officer I, II or III
- 1 Clerk III + T\*

Fluctuations in the workload will be handled by the Department's management in order to continually allow for an equitable distribution of the work.

\*T refers to a typing differential awarded when that skill is needed on a particular assignment.

#### INTENDED RESULTS

The results to be listed below are translations of the overall objectives of the placement program in Santa Clara County.

1. For each youth referred for placement, a service plan will be prepared with one of three (3) goals: reunion with the natural family, relinquishment for adoption or emancipation. This plan, in most cases, will be completely effected within nine (9) to thirteen (13) months. The plan will be reviewed monthly by the unit supervisor to assess progress toward the goal.

##### Comment:

The rationale for this result is based on State and Federal guidelines directed at precluding indefinite and/or indeterminate placements and, thereby, emphasizing placement agencies' responsibility to reunite families when possible.

2. The major element of the plan will itemize the type of behavior to be eliminated in terms of the fact of occurrence and its frequency.

##### Comment:

It is the position of the Juvenile Probation Department that a significant portion of its mission is the control and/or correction of behavior - specifically law violating behavior. Even at the individual case level, it is the Department's intent to carry out this mission.

3. A further result to be expected is that in as many cases as possible the youth to be placed will be placed within a 70-75 mile radius of Santa Clara County.

##### Comment:

Several years ago the Juvenile Probation Department placed youth some distances from Santa Clara County. This presented two (2) problems: 1) it was very difficult to reunify families because of the distances; and 2) substantial cost outlay was required in order to place and service these placements. At present,





the only times a youngster is placed beyond the noted radius is when no closer placement can offer the service required or when that great a separation is required in the case.

4. Whenever the Department has a choice between two (2) or more placements that offer the same service, the one costing less will be used.

Comment:

This represents another effort by Santa Clara County to decrease its total placement budget.

5. Considerable effort will be expended at the outset to effect the most appropriate placement for a youth in order to reduce the number of replacements.

Comment:

Replacements caused by inappropriate, initial placements are very expensive in terms of human and financial costs. When it becomes necessary to relocate a youth from one placement to another, considerable costs are incurred in probation, detention and Court expenses not to mention the disruption of the service plan, the intent of which is to correct the youth's behavior.

#### EVALUATION METHODOLOGY

No evaluation plan is being submitted.





BUDGET  
Placement I and II (Project No. 1 & 2)

I.	SALARIES AND EMPLOYEE BENEFITS		
A.	Salaries and Wages		
	2 Supervising Probation Officer I	\$ 46,726	
	11 Deputy Probation Officer	227,756	
	2 Clerk III	<u>24,797</u>	
	Sub Total		<u>\$299,279</u>
B.	Employee Benefits		
	State Unemployment .6 %	\$ 1,796	
	Health Insurance 6.35%	19,004	
	FICA (\$24,797) 12.26%	3,041	
	Retirement		
	PERS(\$24,797) 16.224%	4,024	
	Safety (\$274,482) 23.484%	64,460	
	Worker's Compensation 3%	<u>8,979</u>	
	Sub Total		<u>\$101,304</u>
	Total		<u>\$400,583</u>
	LESS: Unclaimed Juvenile Probation Department Contributions - Salary and Benefits		<u>\$57,864</u>
	Total Salaries and Employee Benefits		<u>\$342,719</u>
II.	SERVICES AND SUPPLIES	<u>\$ -0-</u>	<u>\$ -0-</u>
III.	OTHER CHAGES	<u>\$ -0-</u>	<u>\$ -0-</u>
IV.	FIXED ASSETS	<u>\$ -0-</u>	<u>\$ -0-</u>
	TOTAL BUDGET		<u><u>\$342,719</u></u>

QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$85,679	\$85,680	\$85,680	\$85,680	\$342,719



I. PROGRAM ELEMENT DESCRIPTION

Program Element Name AGENCY LIAISON PROGRAM  
Program Category Number 1 Submitting Agency Adult Probation  
Total No. of Elements 11 Program Element Contact Pers. Ray Clark  
Number of this Element 9 Address 70 W. Hedding St., West  
Submitting County Santa Clara Telephone Number 299-3350  
Amount Requested \$50,988.00 408  
(Area Code) (Number)

II. SITE LOCATION

70 West Hedding Street, West Wing, San Jose, CA. 95110

III. NEED STATEMENT

The probation Officer staff needs assistance in the preparation of presentence reports through such activities as data collection, interpretation, and record keeping.

IV. OVERVIEW

Typical activities for the Community Workers may include: assists in making investigations and reports on findings, contacts schools to determine client's activities and behavior, gathers data and collects documents as needed in preparation of a recommendation, keeps abreast of problems as they affect the probation field, assists in establishing programs, discusses a planned treatment program and available resources with the client and the family, acts as a co-leader in group discussions, prepares and maintains case records and reports as directed, makes oral presentations to community groups and agencies, may provide lead supervision over Human Services Assistants and performs related work as required.

V. INTENDED RESULTS

The services of the community workers will reduce the time spent by probation officers in gathering sentencing data for investigation and by their involvement with other agencies. Approximately 10,000 cases are assigned to the investigation and supervision units per year for information gathering.



AGENCY LIAISON PROGRAM BUDGET - FISCAL YEAR 79/80

I. SALARIES & EMPLOYEE BENEFITS

A. Salaries

1. Probation Community Worker	\$ 7,922
2. Probation Community Worker	7,922
3. Community Worker II	<u>7,597</u>

SUBTOTAL SALARIES \$23,441

B. Employee Benefits

1. 1Z92 - Unemployment Comp.	.6%	\$ 141
2. 1Z96 - Health Insurance	6.35%	1,488
3. 1Z97 - FICA	12.26%	2,874
4. 1Z98 - Retirement	13.844	3,245
5. 1Z99 - Workers Compensation	1.02%	<u>239</u>

SUBTOTAL EMPLOYEE BENEFITS \$ 7,987

TOTAL SALARIES AND EMPLOYEE BENEFITS \$31,428

II. SERVICES AND SUPPLIES (Not Claimed)

A. 2125 - Telephone Expense	\$ 1,500
B. 2301 - Office Expense	1,800
C. 2305 - Postage (Metered)	400
D. 2586 - Printing & Binding	600
E. 1752 - Automobile Mileage	<u>1,500</u>

TOTAL SERVICES AND SUPPLIES \$ 5,800

TOTAL AGENCY LIAISON PROGRAM BUDGET \$31,428

QUARTERLY COST DISTRIBUTION

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	TOTAL
\$ 7,857	\$ 7,857	\$ 7,857	\$ 7,857	\$ 31,428



VI. EVALUATION METHODOLOGY

1. Research D.A. files for caseload information.
2. Obtain rap sheets for caseload information.
3. Obtain booking jackets from Sheriff's Office.

VII. MATCHING FUNDS

N/A

VIII. BUDGET

PORTION CLAIMED

1. Salaries and Employee Benefits	\$45,188	\$31,428
2. Services and Supplies	<u>5,800</u>	<u>-0-</u>
Total	\$50,988	\$31,428

IX. APPENDIX

N/A





1979-80 AB 90 MONIES REQUEST

I. PROGRAM ELEMENT DESCRIPTION

Program Element Name	<u>Resource Program</u>	
Program Category No.	<u>1</u>	Submitting Agency <u>Adult Prob.</u>
Total No. of Elements	<u>11</u>	Prog. Contact Person <u>Ray Clark</u>
Number of this Element	<u>10</u>	<u>70 W. Hedding, West Wing</u>
Submitting County	<u>Santa Clara</u>	Address <u>San Jose, Ca 95110</u>
Amount Requested	<u>\$135,700.00</u>	Telephone No. <u>408 923-5728</u>

II. SITE LOCATIONS

As Above

III. COMPONENT I: VOLUNTEER COORDINATION

A. NEED STATEMENT

This key position will be instrumental in creating the capacity to meet the needs of the court, the department and the clients and freeing professional services for use where they are most needed by recruiting, training and placing volunteers from the community with staff.

B. OVERVIEW

The Volunteer Coordinator's primary responsibility is the establishment, recruitment, screening, training, and supervision of a volunteer component of the Adult Probation Department.

Major functions including the above are:

acts as liaison with other Volunteer Agencies;  
maintains continual evaluation of the volunteer functions in regard to both volunteer and departmental needs.

The following career ladder has been developed for volunteers, at the completion of their 10 hour training, which includes:

1. "Orientation to the Adult Probation Department"  
Includes structure, functions, and location of units, branch offices, etc.



2. "Orientation to Criminal Justice System"  
Includes a basic lesson on Court process from arrest to successful completion of probation or V.O.P.
3. "Procedures and Reporting Responsibilities of the Volunteer and "Confidentiality"  
Includes the confidentiality requirements of records, files, etc.
4. "General Office Procedure"  
Includes location of kardex files, etc., uses and explanation of various forms, files, and documents.  
How and where to seek and verify information, etc.

the volunteer will enter the first position.

#### IV. PROBATION ASSISTANT TRAINEE

##### A. Qualifications

1. Completed initial screening and training.
2. The volunteer will be expected to remain in this position for a minimum of three (3) months and work for a minimum of four (4) to six (6) hours weekly.

##### B. Job Duties

To include such things as verification of data, setting up files, picking up reports, filing, recording, operating CJIC for information and should include some basic client or interested party interviews.

##### C. Training

In addition, if the trainee wishes to enter the next level of responsibility, he/she will be expected to attend training sessions given approximately once per month. This training, along with the experience gained in the trainee position, will help prepare them for the next level. The training should include such things as:

1. "employment problems with probationers and vocational services".



2. "Utilization of community resources".

3. "Counseling techniques".

V. PROBATION ASSISTANT I

A. Job Duties

To include one to one counseling, i.e., tutor, companion, role model, etc.; client interviews, home visits and interested party interviews.

B. Qualifications

Three months in a trainee position, completion of required training while in trainee position and recommendation by staff supervisor for promotion to Probation Assistant I.

C. Training

For those volunteers wishing to be promoted to the next level, further training would be required while performing at the counselor level.

This would include more detailed training in Court practices and procedures, petition and court report writing, caseload management, and possibly other areas yet to be determined.

The volunteer would be expected to remain in this position for a minimum of six (6) months and work for a minimum of four (4) to six (6) hours weekly.

VI. PROBATION ASSISTANT II

A. Qualifications

Completed trainee level, six (6) months as a Probation Assistant I, completed training while in the Assistant I level, receive favorable recommendation by staff supervisors for promotion and approval and recommendation of department administration for promotion.

B. Job Duties

To include assignment of cases for supervision under staff supervision. This would include counseling, assistance in petition or report writing, field visits and record keeping.



All work assigned will be delegated by and under the direct supervision of the assigned probation officer. All petitions and court reports will be submitted under the assigned probation officer's name and cases assigned to the volunteers will be of a "routine" nature.

Also can provide training to other volunteers, and can be assigned as advisor and trainer to other volunteers.

Additional items not previously addressed are upon promotion to a new level or completion of service within each level a letter of recognition from an appropriate individual within the department. This should be presented to the volunteer recognizing their achievement and/or service to the department and community. A letter of form of recognition will also be given to the staff member who has trained and/or supervised the volunteer. This would be for the time and extra effort they've had to expend.

C. INTENDED RESULTS

During the 1978 - 1979 Fiscal Year, the volunteer component of the resources program will result in an average of 30 volunteers aiding professional staff.

D. EVALUATION METHODOLOGY

1. Mr. Guy Glunt, Associate Analyst B, 70 W. Hedding St., 2nd Floor, 299-3872, is responsible for program evaluation.
2. Mr. Glunt will supervise data collection.
3. A monthly report will be submitted to Adult Probation Department management team for perusal.
4. Volunteer Program: Active volunteers. New volunteers interviewed. New volunteers accepted for training. Total volunteer hours.

E. MATCHING FUNDS

Not applicable

F. BUDGET

See the composite budget for all program elements

G. APPENDIX

Not applicable





VII. COMPONENT II: RESOURCE COORDINATION

A. SITE LOCATIONS

As Above

B. NEED STATEMENT

Coordination and proper use of programs in public, private and community resources is needed as these areas are presently being underutilized.

C. OVERVIEW

Major functions will include the establishment and ongoing maintenance of close liaison and coordination with community and private resources to insure an availability of appropriate referral agencies, maintaining continual evaluation of their efficiency and effectiveness as well as achievement of their stated goals. Other duties include the compilation of a directory of community and private resources to be utilized by the Adult Probation Department.

The liaison duties with community programs include:

1. Seeking out community resources and classify them as to services offered and continually access the resource needs.
2. Meeting with staff of programs to determine services offered and if program meets the needs of the courts and clients of the Adult Probation Department.
3. Establishing a contact person with each agency to promote a liaison with the Adult Probation Department.
4. Attending appropriate community meetings relating to program planning and funding (i.e., Alcohol Advisory Board, Drug Abuse Commission, etc.).
5. Attending the meetings of the Jail Services Case Conference Committee to provide consultation regarding resources to agencies involved in providing services to County inmates.

D. INTENDED RESULTS

During the 1978 - 1979 Fiscal Year, the Resources Component will result in additional community resources and



establishment of valuable services for the staff and probationers. Hard statistics can not be established at this time.

E. EVALUATION METHODOLOGY

1. Mr. Guy Glunt, Associate Analyst B, 70 W. Hedding St., 2nd Floor, 299-3872, is responsible for program evaluation.
2. Mr. Glunt will supervise data collection.
3. A monthly report will be submitted to Adult Probation Department management team for perusal.
4. Resource: New programs contacted. Follow-up contacts made. Inquiries for information from staff.

F. MATCHING FUNDS

Not applicable

G. BUDGET

See the composite budget for all program elements.

H. APPENDIX

Not applicable

VII. COMPONENT III: PSYCHOLOGICAL SERVICES

A. SITE LOCATIONS

Not applicable

B. NEED STATEMENT

This component will fill the need to provide a program of psychological counseling and/or evaluation for probationers and selected jail inmates and to serve as a liaison between the Adult Probation Department, County Mental Health Services, private clinicians and the community.

C. OVERVIEW

1. Establishes and maintains an ongoing program of psychological counseling for probationers and selected jail inmates.



2. Provides psychological evaluation to probation officers, custody staff and the courts.
3. Maintains strict confidences of psychological reports.
4. Provides a liaison between Adult Probation and County Mental Health services, private clinicians, the concerned community.
5. Is responsible for supervising and coordinating the work of the contracted clinicians with respect to counseling and evaluation services by:
  - a) Meets with staff to determine types of clinicians and types of services the officers and clients need.
  - b) Seeks out clinicians of varying expertise and community experience.
  - c) Screens referrals for appropriateness of psychological services.
  - d) Continually reviews psychological reports to insure their appropriateness to the referral needs.
  - e) Attends appropriate community meetings relating to psychological services i.e., Central Mental Health, private clinician groups, etc.

D. INTENDED RESULTS

During the 1978 - 1979 Fiscal Year, the psychological services program will result in 20 - 25 screenings per month being referred to private clinicians for treatment.

E. EVALUATION METHODOLOGY

1. Mr. Guy Glunt, Associate Analyst B, 70 W. Hedding St., 2nd Floor, 299-3872, is responsible for program evaluation.
2. Mr. Glunt will supervise data collection.
3. A monthly report will be submitted to Adult Probation Department management team for perusal.
4. Psychological Services: Clients interviewed. Clients Counseled. Evaluations made on clients.



F. MATCHING FUNDS

Not Applicable

G. BUDGET

See the composite budget for all program elements.

H. APPENDIX

Not applicable

VIII. COMPONENT IV: VOCATIONAL SERVICES COUNSELOR

A. SITE LOCATIONS

As above

B. NEED STATEMENT

Sixty percent (60%) of county probation officers make monthly referrals of approximately 120 per month to the Vocational Counselor. These probationers obtain specialized services that officers are unable to provide due to the requirements of their assigned caseloads.

C. OVERVIEW

The Vocational Services Counselor is a single position to coordinate job placement, educational resources and vocational training for individuals on probation to this department. This position also coordinates job placement of offenders for a special program of the National Alliance of Businessmen whose cooperation ensures placement of 500 offenders during the current year.

The Counselor enrolls persons in educational programs which would be almost impossible for a probationer to locate on his/her own. Interview, and placement are achieved solely through the efforts of the Vocational Counselor who has gained the confidence of a large file of personnel directors and hiring business operations.

Probationers are given job search skills, job leads, and information that often results in employment.

The probationer is referred to State, County, and City agencies whose eligibility requirements, services locations, and application procedures are difficult. The





Vocational Counselor maintains a current job file and frequently participates in seminars, advisory boards, and training sessions. The counselor is also on the mailing list of almost all significant agencies and services. The probationer obtains housing, medical care, assistance, legal information and a great number of other valuable services he was otherwise unaware of.

Probationers are placed into full time employment. Persons include the many 18 to 25 year old high school drop-outs who are now able to get basic education skills, GED classes, and acceptance into training programs. All the CETA Title I sites rely heavily on referrals from this desk. The ex-offender programs, e.g., ESO-ESPERANZA, are particularly in a close working relationship with the Vocational Counselor at the Adult Probation Department.

The Vocational Counselor serves as an important resource person for the probation officers and all employees of the Adult Probation Department. Information is requested daily. Questions are answered and facts provided that are valuable to the functioning of the department on all levels.

D. INTENDED RESULTS

During the 1978 - 1979 Fiscal Year, the vocational services will result in approximately ten (10) probationers per month placed in full-time employment, fifty (50) probationers given career counseling and twenty (20) people being enrolled in educational programs.

E. EVALUATION METHODOLOGY

1. Mr. Guy Glunt, Associate Analyst B, 70 W. Hedding St., 2nd Floor, 299-3872, is responsible for program evaluation.
2. Mr. Glunt will supervise data collection.
3. A monthly report will be submitted to Adult Probation Department management team for perusal.
4. Vocational Counseling: Clients interviewed. Clients placed in employment or training.

F. MATCHING FUNDS

Not applicable

G. BUDGET

See the composite budget for all program elements.



H. APPENDIX

Not applicable

I. SUPPORT STAFF

An Associate Analyst B is needed to provide assistance in statistical analyses and workload projection for psychological services, vocational counseling, various resource programs and the volunteer components and assumes evaluation leadership.

A Clerk II is needed for typing, receptionist duties and record keeping for the various components of the Resources Program.



RESOURCE PROGRAM BUDGET - FISCAL YEAR 79/80

1. Salaries & Employee Benefits

a. Salaries

1. Supervising DPO I	\$ 23,274
2. Deputy Prob. Off. III	21,114
3. Vocational Serv. Counselor	17,073
4. Management Analyst	19,047
5. Clerk III with typing	11,285
Subtotal Salaries	<u>\$ 91,793</u>

b. Employee Benefits

1. 1292 - Unemployment Comp.	.6 %	\$ 551
2. 1296 - Health Insurance	6.35%	5,829
3. 1297 - FICA (.1226) (47405)		5,812
4. 1298 - Retirement (.26482) (44388)		11,755
5. 1299 - Workers Compensation	1.72%	1,579
Subtotal Employee Benefits		<u>\$ 32,089</u>

Total Salaries and Employee Benefits \$123,882

II. Services & Supplies

a. 2125 - Telephone Expenses	\$ 500
b. 2301 - Office Expenses	291
c. 2332 - Prof. Y Spec. Services	9,727
d. 2752 - Mileage	<u>1,300</u>
Total Services & Supplies	<u>\$ 11,818</u>

Total Resource Program Budget \$135,700

QUARTERLY COST DISTRIBUTION

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$33,925	\$33,925	\$33,925	\$33,925	\$135,700



PROGRAM CATEGORY 2





## PROGRAM SUMMARY

### Program Category:

Establishing and maintaining public and private adult correctional programs and facilities, including but not limited to, county jail programs, correctional rehabilitation centers, work-furlough programs, vocational training programs, job placement services, pre-release planning services and part-way houses.

Selected male inmates participating in the work furlough program will continue to be placed in a privately operated residential program intended to enhance their successful re-entry into the community.



PROGRAM ELEMENT DESCRIPTION

Program Element Name: MACSA/CASA LIBRE  
Program Category Number: 2 Submitting Agency: Sheriff's Department  
Chief  
Total No. of Elements: 1 Program Element Contact Person: Wes Johnson  
Number of This Element: 1 Address: 180 W. Hedding St., San Jose  
Submitting County: Santa Clara Telephone No.: (408) 299-2600  
Amount Requested: \$61,704.00

Site Locations:

MACSA/CASA LIBRE  
c/o 332 North Second Street  
San Jose, California 95112

NEED STATEMENT:

Funds requested will be used to support a contract with MACSA, Casa Libre, a community based non-profit corporation facility, providing services to soon to be released inmates of Santa Clara County's Elmwood Facility.

The jail system of the Sheriff's Department has been forced to operate above capacity, in violation of jail standards determined by the State of California.

On any given day the jail system is housing from 88 to one hundred inmates above capacity which causes extreme unrest among the inmates and deputies, thereby creating a safety hazard.

Contracting with Casa Libre would in no way totally relieve the overcrowded conditions, but would at least offer some relief.

OVERVIEW:

Persons housed at Casa Libre are provided all of life's necessities, and in addition, are counseled individually as well as group counseling, placed in vocational trade schools, assisted in upgrading their educational levels, or assisted in finding suitable employment, all of which greatly enhance the person's chances of becoming a productive member of society rather than a liability supported by tax dollars.



PROGRAM ELEMENT DESCRIPTION (CONT'D)

Page 2

Casa Libre has been in operation since December 1975, and can boast a success rate in excess of 82%.

The Sheriff's Department has for more than twenty years, operated a work furlough program, but because of the number of inmates involved in relation to staff, it is an impossibility to provide the desired amount of individual attention that many of the inmates are in need of.

INTENDED RESULTS:

Some relief in the overcrowded jail system and a greater percentage of positive discharges with less likelihood of recidivism.

EVALUATION METHODOLOGY:

Evaluation plan is in the process of being established by Santa Clara County Justice Section.

MATCHING FUNDS:

NOT APPLICABLE.



LINE ITEM BUDGET FOR CASA LIBRE  
CONTRACT FOR SERVICE  
WITH  
SANTA CLARA COUNTY SHERIFF'S DEPARTMENT

	% Time of Project	Budget 1 Year 20 Men	Budget 1 Year 1 Man	Budget 1 Year 7 Men
<u>Personnel</u>				
1 - Project Director	33	\$ 9,000	\$ 450	\$ 3,150
1 - Project Coordinator	100	14,400	720	5,040
1 - Head Counselor/Recruiter	100	13,200	660	4,620
3 - Staff Counselor	100	37,800	1,890	13,230
1 - Staff Counselor	50	6,300	315	2,205
1 - Cook	100	12,600	630	4,410
1 - Assistant Cook	25	3,150	157	1,099
1 - Secretary	25	3,300	165	1,155
1 - Relief Night Att.	66	8,316	416	2,912
		108,066	5,403	37,821
Fringe Benefits at 18%		19,452	973	6,811
		127,518	6,376	44,632
<u>Contract Services</u>				
1 - Accountant	25	5,000	250	1,750
Supervision, Administration, and staff in-Service Training		4,000	200	1,400
<u>Operational Costs</u>				
Rent/Utilities		13,300	665	4,655
Food/Supplies		21,377	1,069	7,482
Communications		1,600	80	560
Travel		3,500	175	1,225
		\$176,295	\$ 8,815	\$ 61,704

20 Men for 1 Year = 176,295

1 Man for 1 Year =  $\frac{176,295}{20} = 8,815$

7 Men for 1 Year = 8,815. x 7 = 61,704.00

1 Man for 1 Day  $61,704 \div 365 = 24.15$





BUDGET

SERVICES AND SUPPLIES

PROFESSIONAL & SPECIALIZED SERVICES      \$61,704.

TOTAL SERVICES AND SUPPLIES      \$61,704.

TOTAL BUDGET (12 months)      \$61,704.

QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$15,426	\$15,426	\$15,426	\$15,426	\$61,704



PROGRAM CATEGORY 3



## PROGRAM SUMMARY

### Program Category:

Operating local crime and delinquency prevention program including, but not limited to, the establishment and maintenance of youth service bureaus.

The Juvenile Probation Department in cooperation with local police departments will maintain five Youth Service Bureaus and one Delinquency Prevention Program to address the following identified needs:

1. Individual and family crisis counseling.
2. Police-probation crime prevention/reduction programs.
3. Community alternative referrals for juveniles involved in less severe offenses.

The Juvenile Probation Department will operate Youth Service Bureaus in each of the following areas: East Valley, South County, Milpitas, Santa Clara and West Valley. Each bureau will operate on a joint powers agreement basis with a local jurisdiction. Each YSB is staffed by a full time Deputy Probation Officer, a police officer, a community worker and a clerical worker. It is the goal of each bureau to divert from the justice system as many eligible juveniles as possible.

While the aim of the Delinquency Prevention Unit is ostensibly the same as that of the Youth Service Bureaus, it differs in staffing and organization. Probation officers work from within individual police departments without the direct support from the community advisory group and paraprofessionals involved in the YSB programs.



## PROGRAM ELEMENT DESCRIPTION

Program Element Name: Youth Service Bureaus

Program Category Number 3 Submitting Agency: Juvenile Probation Dept.

Total Number of Elements 2 Program Element Contact Person: Richard W. Bothman  
Chief Probation Officer

Number of this Element 1 Address: 840 Guadalupe Parkway  
San Jose, CA 95110

Submitting County Santa Clara Telephone: (408) 299-2141

Amount Requested: \$557,280

### NEED STATEMENT

There were 7,500 minors arrested for law violations and referred to the Probation Officer in FY 1978-79, who were eligible for alternative programs within their own community without the necessity of further penetration into the justice system. There are, from time to time, areas within the county wherein the incidence of a specific crime shows unusual increase, e.g., vandalism, petty theft, bike theft, et cetera. Programs aimed at prevention of the specific behavior need to be designed and implemented in that local area.

Family disorders resulting in youth behavior problems in the school or community generate a need for crisis intervention services and/or referral to other community-based status offender programs or child protective services.

School districts with School Attendance Review Boards (SARB) request participation from the Probation Department in the review of cases referred and the development of alternatives to requesting a Juvenile Court Petition. There are thirty-two (32) such review boards in Santa Clara County which functioned to limit referrals to the Probation Department.

Various elements of the community require information and guidance about elements of the Juvenile Justice System relative to its operation and their potential utilization of the services of their participation as adjuncts to it.





In many counties of California, police probation relations are strained or, at best, tolerant of the limitations and/or philosophies of the other. This is not the case in Santa Clara County as we have recognized the need for close coordination and cooperation since both serve to protect the community through prevention and control of unlawful behavior. Police-probation liaison services to each police agency within the county has proven to be effective and of a cost benefit both to the probation department and to the police departments.

The Juvenile Justice-Delinquency Prevention Commission requires executive liaison to the Department and clerical support to fulfill the functions of that body.

These services were provided by programs terminated as a result of the passage of Proposition 13. Alternative programming is essential to provide for these critical services in Santa Clara County. They have been funded through FY 1978-79, as State subsidy was made available.

### OVERVIEW

To address these needs the Department will maintain six (6) units, each accountable for a specific geographical target area of the county. Each target area will provide an advisory board composed of community members representing the social strata of the host area that will provide input as to the area's needs and concerns. It will make recommendations as to programs and program changes and will serve to enhance local support and participation in prevention and control activities.

Crime-specific prevention programs will be designed and implemented through the schools and community organizations.

Crime-specific reduction programs will be devised and implemented involving minors and their families after a minor has been arrested and referred to the Probation Officer for that specific offense.

Prompt and local, community-level response will be provided for minors and families for citations and non-arrest referrals of low severity level offenses.

Family crisis counseling, groups and individual counseling will be provided to minors referred or who present themselves for family conflict or child protective services. Referral services will also be provided to bring such matters under more appropriate or long-term community alternatives as necessary.

Each SARB will be provided consistent and knowledgeable support by a probation officer toward the effective diversion from the Juvenile Probation Department of school attendance and behavior-problem minors.

A speaker's bureau program will be maintained with Departmental staff familiar with the community requesting the service and with the subject areas that they are requested to address. This will enhance the follow-up on implementing services requested or the utilization of community resources made available through this effort.



Police-probation interface will be enhanced in at least two (2) ways: when a given target area elects to participate in a Youth Service Bureau (YSB) approach with broad based community participation, a bureau will be physically located within that target area. A police officer will be assigned to work out of the bureau under the guidance of a supervising probation officer. Programming will be jointly planned and implemented under the direction of the supervising probation officer.

In those areas that elect not to participate in a Youth Service Bureau or which are not yet ready to do so, the Department will assign a deputy probation officer under the supervision of a supervising probation officer to work within the police department to work with the juvenile officer, detective or whomever is assigned to juvenile matters.

These approaches to police-probation liaison will enhance police diversion, gain immeasurable support to probation diversion and through joint planning and implementation, provide more effective and measurable crime specific prevention programs.

The assignment of a departmental staff person to the Juvenile Justice-Delinquency Prevention Commission assures prompt communication between this body and departmental administration. Linking this position with the prevention and diversion function of the department further serves to bring community input together in a strategically accessible point for planning and program development.

Funds requested are for the maintenance of a program previously operational but terminated as a result of the passage of Proposition 13. Its subsequent operation was funded from State Subsidy Funds with the exception of one (1) project element.

The East Valley YSB was partially funded via a Federal - Office of the Criminal Justice Planning (OCJP) grant administered by the California Youth Authority and OCJP.

## INTENDED RESULTS

### Project No. 1 - East Valley YSB

The goals of the five (5) bureaus are common to each, yet perceptibly shaded by each to reflect the diversity of the host community. The goals include: 1) the prevention of law violating behavior of youth within the target area by primary prevention programs directed at individuals, families and groups; and 2) the diversion of youth, involved in low severity level law violations, from further penetration into the justice system. Diversion is achieved by handling them in program alternatives developed within the target area or directing them to other indigenous, community alternatives. Cases thus diverted are excluded from the Department's internal record keeping system. The projected number of cases to be diverted in FY 1979-1980 is 1,200.

The host community or target area of this bureau includes the area bounded on the north by Penitencia Creek Road, on the west by Highway 101, on the south by Tully Road and on the east by Kirk, Flemming Avenue, Clayton and Mt. Pleasant Roads. Additionally, the Evergreen planning area, which extends south to Metcalf Road, is served via an expansion of this program element through an OCJP grant.





Each bureau operates on a joint powers agreement between the County of Santa Clara and other local government bodies. This bureau operates jointly with the City of San Jose. The City provides a full-time police officer. The grant provides for two (2) full-time Deputy Probation Officers, one (1) full-time Community Worker and one (1) half-time Clerk II. The County contributes one (1) full-time Supervising Probation Officer I, one (1) full-time Deputy Probation Officer, two (2) full-time Community Workers, one (1) full-time Clerk III, office space and other operating expenses.

#### Project No. 2 - South County YSB

Impact intended is the same as Project No. 1 except it is intended that 600 minors will be diverted in FY 1979-1980. The target area encompasses the cities of Morgan Hill, Gilroy, San Martin and the portion of the City of San Jose lying south of Bernal Road. The joint powers agreement involves each of the four (4) mentioned cities, the Gilroy Unified School District, the Morgan Hill Unified School District and the County of Santa Clara. The police officer salary is paid by the County and the three cities by an agreed upon formula. The officer assignment is rotated annually between the cities of Morgan Hill and Gilroy.

Bureau staff include one (1) full-time Supervising Probation Officer I, one (1) full-time Deputy Probation Officer, one (1) full-time police officer, two (2) full-time Community Workers and one (1) full-time Clerk III.

All other aspects of the bureau conform to Project No. 1 as well as those items specified in the Overview Section.

#### Project No. 3 - Milpitas YSB

The goals are the same as in prior Projects described except it is intended that 400 minors will be diverted in FY 1979-1980. The target area is the City of Milpitas. The joint powers agreement is with that City and the County.

Bureau staff include one (1) full-time Supervising Probation Officer I, one (1) full-time Deputy Probation Officer, one (1) full-time police officer, one (1) full-time Community Worker and one (1) full-time Clerk III.

All other aspects of the bureau conform to Project No. 1 as well as those items specified in the Overview Section.

#### Project No. 4 - Santa Clara YSB

The goals are the same but it is intended that 900 minors be diverted in FY 1979-1980. The target area is the City of Santa Clara and the joint powers agreement involves only that City and the County.

Bureau staff include one (1) full-time Supervising Probation Officer I, one (1) full-time Deputy Probation Officer, one (1) full-time police officer, one (1) full-time Community Worker and one (1) full-time Clerk III.



All other aspects of the bureau conform to Project No. 1 as well as those items specified in the Overview Section.

#### Project No. 5 - West Valley YSB

Pursuing the same goals, this bureau will divert 800 minors in FY 1979-1980. The target area includes the Town of Los Gatos and the Cities of Saratoga and Monte Sereno. It additionally serves certain unincorporated areas contiguous to these jurisdictions. The joint powers agreement includes each of those jurisdictions named as well as the County.

Bureau staff include one (1) full-time Supervising Probation Officer I, one (1) full-time Deputy Probation Officer, one (1) full-time police officer, one (1) full-time Community Worker and one (1) full-time Clerk III.

All other aspects of the bureau conform to Project No. 1 as well as those items specified in the Overview Section.

#### Project No. 6 - Delinquency Prevention

This Project, although addressing the same needs as those dealt with in the preceding five (5) Projects, works without the support of community advisory groups, sub-professionals and paraprofessionals. Probation Officers work from within target area police departments in close liaison with police officers.

Their function is to advise and train police in juvenile matters as and if requested by police agencies.

They are to develop and administer crime-specific reduction programs as well as to administer direct casework services on behalf of minors arrested and referred to the Probation Officer for low severity level law violations.

They will provide community organizations with information and guidance as to elements of the juvenile justice system, its services and its needs.

They will serve on local School Attendance Review Boards to assist in developing alternatives for minors in conflict with school attendance and behavior standards and to divert them from the Juvenile Probation Department.

This Project will divert 2,100 minors in FY 1979-1980.

The target area encompasses all areas of Santa Clara County not covered by a YSB until such time as community support directs the establishing of full bureau programs in additional areas of the County.

The unit staff includes one (1) full-time Supervising Probation Officer I, four (4) full-time Deputy Probation Officers and one (1) full-time Clerk III.





## EVALUATION METHODOLOGY

No formal program evaluation will be provided other than that portion under the OCJP grant. Records will be maintained in each Project as to numbers of minors handled by offense typology, re-referrals, age, sex, ethnic group, priors and referral source. Pointer file cards will be maintained for up to two years to assess recidivism rates after which time they will be destroyed.

Evaluation methodology of the OCJP grant portion of the program is as follows:

1. Responsible persons are David Rudisill and Robert Wedge, research analysts, Department of the Youth Authority, 421 Williamsburgh Drive, Sacramento, California 95823, telephone (916) 322-7193.
2. Data collected includes:
  - 2.1 Depersonalized client data: age, sex, ethnic group, school status, source and reason for referral and disposition. This is collected and reported monthly by YSB staff.
  - 2.2 Types of services rendered and hours utilized.
  - 2.3 Impact analysis data covering attitudinal, psychological, sociological factors and self-acknowledged but unreported delinquency data. A questionnaire is randomly administered to clients by YSB staff and forwarded to the research analyst.
  - 2.4 School attendance, performance and behavior data is obtained from school records.
  - 2.5 Prior and subsequent delinquency data is secured from police and probation records.
3. Evaluation results will be used to provide political decision-makers data on what types of programs work best with various types of clients; to provide YSB staff information necessary to evaluate their success and to improve their services; to aid referring agencies in choosing appropriate clients for referral.
4. The monthly reports and client questionnaires are to be analyzed and evaluated by the Youth Authority Research Division with a final report to be presented to the Juvenile Probation Department and to the Office of Criminal Justice Planning in September, 1979.



BUDGET  
(Project Numbers 1, 2, 3, 4, 5 and 6)

I. SALARIES AND EMPLOYEE BENEFITS

A. Salaries and Wages

6 Supervising Probation Officer I	\$140,178	
9 Deputy Probation Officer	188,774	
7 Probation Community Workers	83,111	
6 Clerk III	74,393	
Temporary Employees	<u>6,800</u>	
Sub Total		<u>\$493,256</u>

B. Employee Benefits

State Unemployment	.6 %	\$ 2,960	
Health Insurance	6.6 %	32,555	
FICA (.1226) (157504)		19,310	
Retirement			
PERS (.14224) (157504)		22,403	
Safety (.23484) (328952)	23.484%	77,252	
Worker's Compensation	3%	<u>14,798</u>	
Sub Total			<u>\$169,278</u>

Total \$662,534

LESS: Unclaimed Juvenile Probation Department  
Contributions - Salary and Benefits ( 105,254 )

Total Salaries and Employee Benefits \$557,280

II. SERVICES AND SUPPLEIS \$ -0- \$ -0-

III. OTHER CHARGES \$ -0- \$ -0-

IV. FIXED ASSETS \$ -0- \$ -0-

TOTAL BUDGET \$557,280

QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$139,320	\$139,320	\$139,320	\$139,320	\$557,280



(Pages 89 through 94) Rev 8/79



PROGRAM ELEMENT DESCRIPTION

JPD

Program Element Name  
Milpitas Police YSB  
Program Category Number 3  
Total No. of Elements 2  
Number of this Element 2  
Submitting County Santa Clara

Submitting Agency Milpitas Police Dept.  
Agency Contact Person, J. Murray, Chief  
Address - 455 E. Calaveras Blvd., 95035  
Telephone number (408) 263-7100  
Amount Requested \$31,174

- 1) Site Location - City of Milpitas, Portions of Northwood Park & Berryessa
- 2) Need Statement: The City of Milpitas and the Santa Clara County Juvenile Probation Department have successfully operated a Youth Services Bureau within the Milpitas community since 1973. This program is the result of a joint powers agreement between the City of Milpitas and the County of Santa Clara. The City provides one full-time police sergeant, a police vehicle, office space located at 777 S. Main Street, and office equipment for police staff. The County provides one supervising Probation Officer I, one Deputy Probation Officer III, and one community service worker, and one Clerk III. As a result of the passage of Proposition 13, and its budgetary limitations, the Police Sergeant position has been terminated and eliminated from the Youth Service Bureau. This action eliminates an essential element to the function of the Youth Service Bureau. Due to growth of the City and demand for additional field services, support officers must be assigned to field uniform duty. Funds are requested for the implementation of a program that was previously operational, but is now terminated as a result of the passage of Proposition 13.
- 3) Overview. The Milpitas Youth Service Bureau is a delinquency prevention agency. Youth Service Bureau is designed to divert young people from the juvenile justice system by offering a variety of counseling and youth related services. Among the services offered are individual, family and group counseling for clients and their families by professional staff with assistance from interns and aides. The emphasis is on short-term practical guidance and crisis intervention.

Volunteers from the community provide ancillary services such as tutoring, big brother and big sister relationships and recreational activities.

The goal of the Youth Service Bureau is to divert all first or second time youthful offenders from the formal justice system by offering a viable alternative. Milpitas Police Department is committed to refer all youthful offenders to the Youth Service Bureau who do not present a danger to themselves or the community or presently on formal probation.

- 4) Intended Results. It is intended that approximately 1100 minors will be diverted in Fiscal Year 1979-80 within the Milpitas Youth Service Bureau target area. The objectives of the Milpitas Youth Center are:
  1. The prevention of law violating behavior of youth within the Milpitas area by primary prevention programs directed at individuals, families and groups.





2. The diversion of youth involved in low-security level violations, from penetration into the justice system. Diversion will be achieved by handling these youngsters in program alternatives developed within the community. These approaches to police-probation liaison will enhance police diversion, and will support joint efforts toward planning and provide more effective and measurable crime specific prevention programs.
- 5) Evaluation Methodology. No formal program evaluation will be provided other than that portion under the OCJP grant. Records will be maintained by the Milpitas Youth Service Bureau as to the number of minors handled by offense typology, re-referrals, age, sex, ethnic group, prior and referral source. Pointer file cards will be maintained for up to two years to assess Recidivism rates after which time they will be destroyed.



# I. SALARIES & EMPLOYEE BENEFITS

A.	Salaries & Wages	
1.	Salary - \$2,072 per month	\$24,864
B.	Retirement	
1.	16.064% of salary = @333% per month	3,994
C.	Employee Group Insurance	
1.	\$116 per month for 2 months = \$232	1,512
2.	\$128 per month for 10 months = \$1,280	
D.	Worker's Compensation Insurance	
1.	12.25% on 1st \$4,685 of salary	574
	Balance to be funded locally	
E.	Uniform Allowance	
1.	\$19.17 per month	230
F.	Overtime	-0-
	Total Salaries and Employee Benefits	\$31,174

# II. SERVICES & SUPPLIES

A.	Office Expenses	-0-
B.	Equipment Maintenance	-0-
C.	Communications	-0-
D.	Travel (Vehicle Operation)	-0-
E.	Training	-0-
F.	Professional & Specialized Services	-0-
G.	Facilities Operations	-0-
H.	Rents & Leases	-0-
I.	Insurance	-0-
	Total Services & Supplies	-0-

III. N/A

IV. N/A

Total Budget \$31,174

## QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$7,793.00	\$7,793.00	\$7,794.00	\$7,794.00	\$31,174.00



PROGRAM CATEGORY 5



## PROGRAM SUMMARY

### Program Category:

Operating nonsecure facilities, sheltered-care facilities, crisis-resolution homes, counseling and education centers, and home supervision programs for juveniles.

### HOME SUPERVISION

The Juvenile Probation Department will continue to operate a Home Supervision Program. This program serves the following previously identified need:

1. Community release of juveniles who would normally be kept in Juvenile Hall between their detention and dispositional hearings.

Three Juvenile Probation Department staff will be responsible for maintaining daily supervision of compliance with the juvenile's home supervision contract and weekly contact with the assigned probation officer.

### CRISIS INTERVENTION HOMES

The County will contract with Bill Wilson House and Casa SAY to provide housing and counseling services to runaway youth and other 601-type youngsters who might be experiencing crisis. Specifically, Bill Wilson House will provide expanded services to meet the following needs:

1. Information and education for parents.
2. Early identification of family problems with appropriate referral.
3. Improved coordination of services to adolescents and families.
4. Improved therapeutic program for residents.

Casa SAY will expand its program to focus on school-related service among status offenders in the North County areas. With one full-time School Outreach/Follow-up Counselor, they propose to provide services to meet the following needs:

1. In-house services: tutoring, testing, remedial instruction, special placements, youth groups.
2. Follow-up services: coordination with schools, follow-up after the youth's return home, follow-up tutoring.
3. Outreach services: counseling/information and referral, youth groups, in-service training to school personnel, School/Attendance Review Board participation.





## PROGRAM ELEMENT DESCRIPTION

Program Element Name: Home Supervision

Program Category Number 5 Submitting Agency: Juvenile Probation Dept.

Total Number of Elements 3 Program Element Contact Person: Richard W. Bothman  
Chief Probation Officer

Number of this Element 1 Address: 840 Guadalupe Parkway  
San Jose, CA 95110

Submitting County Santa Clara Telephone: (408) 299-2141

Amount Requested: \$71,757.00

### NEED STATEMENT

The Juvenile Court of Santa Clara County in the exercise of the discretion given to it in Sections 628.1, 840 and 841 of the California Welfare and Institutions Code orders youth within its jurisdiction to be placed on the Home Supervision Program (HSP) between their detention hearing and the conclusion of their dispositional hearing in lieu of being detained in Juvenile Hall. These are youth who, in the Court's determination, would normally need the confines of a structured, secure environment if only parental supervision were available, but who are likely to succeed under the strict contractual conditions of the Home Supervision Program which are enforced daily by staff.

Historical data indicates that over 1,000 minors have entered the HSP since its inception as a two-year Federal Project in 1974 and 226 youngsters were placed on the HSP in FY 1977-78 of which 90% succeeded - committed no further law violations while on the program and appeared at court as scheduled. The majority of these youngsters were released home on probation following their dispositional hearing.

Statistical data also indicates that during frequent peak population periods in juvenile hall, the HSP helped to reduce the juvenile hall population.

Therefore, a need exists in Santa Clara County for the Juvenile Probation Department to continue the HSP staff in order to comply with the law and to fully utilize the capabilities of the court effectively and efficiently. Our intent is to continue the program described below to provide home supervision to youngsters and to assist in reducing the juvenile hall population.



## OVERVIEW

The proposed method of filling the need as stated is to continue the HSP with staff of one (1) Supervising Group Counselor I and two (2) Senior Group Counselors -- all fifth step salary level. These positions will continue to be organizationally located in the department's Detention Services Division and managed by a Supervisor II who is at the middle management level in the department.

Minors will continue to be screened for eligibility to the program by the existing criteria -- no serious offenses, e.g., murder, rape, armed robbery, etc.: a parent or guardian available to provide supervision; not being currently on parole or having been to CYA.

Once a minor has been ordered on the HSP by the court, the case will be assigned to one of the counselors in the program whose primary functions will be to:

1. Make daily contact with the minor and parent or guardian to ensure that the contractual agreements are being fulfilled.
2. Maintain weekly contact with the assigned probation officer to discuss the youngster's progress.
3. Write reports to the court and assigned probation officer describing any observed interaction between the minor and the family that is relevant and of the youngster's adjustment while on the program.
4. Inform the minor and parent or guardian of any community services that will aid them.
5. Assist if any crises occur.
6. Determine if the youngster is not abiding by the rules and regulations whether the problem can be resolved or if the minor is to be returned to custody.

## INTENDED RESULTS

The results listed below are the objectives of the HSP in Santa Clara County:

1. Supply concise reports to the court to aid it in determining if the minors on the program will abide by certain rules and constraints and can be allowed to be placed at home on probation.

Comment:

It is the position of the Juvenile Probation Department that the court should be afforded as much information as is relevant in determining an adequate family structure exists to allow the minor's return home.



2. Maximize the number of minors entered on the HSP through coordinated efforts by Probation Services and the court.

Comment:

This result is intended to comply with the legal requirements of the California Welfare & Institutions Code in placing minors on a non-secure program if it can ensure the protection of the minor or the person or property of another, or to ensure that the minor does not flee the jurisdiction of the court.

3. Reduce as much as possible the juvenile hall population, especially during peak periods, by placing as many youngsters as possible and who qualify on the Home Supervision Program.

Comment:

California Youth Authority standards set population limits on the institution. It is the spirit of this result to assist as much as feasible in assisting to reduce the population.

#### EVALUATION METHODOLOGY

No formal evaluation is requested; however, the following data will continue to be maintained and utilized when necessary or required:

1. Number of cases entering HSP.
2. Number of cases successfully completing HSP.
3. Number of cases failing HSP.
4. Child care days of minors in HSP.
5. Age groups of minors in HSP.
6. Number of males and females entered into HSP.
7. Ethnic breakdown of minors entered into HSP.
8. Mileage costs of supervision.



BUDGET  
(HOME SUPERVISION)

I. SALARIES & EMPLOYEE BENEFITS

A. Salaries and Wages

1 Supervising Group Counselor I	\$20,181	
2 Senior Group Counselors	<u>34,848</u>	
Sub Total		<u>\$55,029</u>

B. Employee Benefits

State Unemployment	.6 %	\$ 331	
Health Insurance	6.6 %	3,632	
Retirement	23.484%	12,924	
Workers Compensation	3%	<u>1,651</u>	
Sub Total			<u>\$18,538</u>

Total \$73,567

LESS: Unclaimed Juvenile Probation Department  
Contributions - Salary and Benefits \$ (1,810)

Total Salaries and Employee Benefits \$71,757

II. SERVICES AND SUPPLIES \$ -0- \$ -0-

III. OTHER CHARGES \$ -0- \$ -0-

IV. FIXED ASSETS \$ -0- \$ -0-

TOTAL BUDGET \$71,757

QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$17,939	\$17,939	\$17,939	\$17,940	\$71,757





PROGRAM ELEMENT DESCRIPTION

JPD

Program Category Number 5

Submitting Agency: Social Advocates for Youth

Total Number of Elements 3

Agency Contact Person: Ray Gertler: Director  
Casa SAY

Number of this Element 2

Address 239 Oak st., Mtn View, Ca. 94041

Submitting County SANTA CLARA

Telephone Number (415) 961-2622

AMOUNT REQUESTED \$12,479



## PROBLEM STATEMENT

In January 1977, AB 3121 was passed into law, calling for the deinstitutionalization of status offenders in California. Heretofore young people who were out of parental control, have runaway from home, who were truant from school, were separated from their families and often jurisdiction of these young people was awarded to the probation dept. through the courts. Young people who were experiencing serious problems at home were often locked up in juvenile halls and were frequently placed outside of the home in group homes or other types of foster care arrangements.

The new law altered the role of probation in dealing with these status offenders and placed greater responsibility on the shoulders of the family itself. Juvenile justice monies were made available to community agencies to develop programs to serve the adolescent population and in Santa Clara County, the community's response has been the establishment of Casa SAY, a program administered by Social Advocates for Youth, a private non-profit corporation.

SAY was established in Mountain View in 1973 to meet the growing needs of its adolescents. For five years SAY provided juvenile diversion/prevention services via a one to one matching program and family support services. These services were reviewed in three yearly evaluations which affirmed the effectiveness of the services rendered. The expiration of SAY's third year LEAA grant in March 1978 ended the project but Casa SAY continues to offer crisis resolution services staffed by a director, 5 counselors, and an outreach worker whose combined experience totals over 25 years of working with adolescents and their families.

Clients come to Casa SAY from a variety of referring agencies including police departments in North County, the county Social Services, Probation, and Mental Health Departments, the district high schools, and other community agencies. Parents can also bring their son/daughter to Casa SAY and can receive housing for them if appropriate. The program is specifically geared towards obtaining a better understanding of the parent-child dynamics and initiating a process whereby members of the family can begin to communicate with each other. Primary emphasis is placed on family reunification and Casa SAY collaborates with existing services in the community to best provide a continuity of services for clients who leave the crisis house. While at Casa SAY, a client is encouraged to take responsibility for him/herself and what role he/she has played in the ongoing family dysfunction.

The thrust of Casa SAY's program is directed towards affecting in some way changes in the family unit. Unfortunately, few services are available to address school and truancy problems; problems which often arise from the family crisis and in many instances serve to exacerbate already difficult situations.

The Santa Clara County AB 3121 Project's Final Report presented information which substantiates the need for school-related services to status offenders. A survey of youth and family service providers in the county revealed that a significant number of agencies saw "a general need for more responsiveness of school environments to the needs of their students." Furthermore, the responding agencies recommended parenting classes, values clarification training, sexual responsibility training, and the availability of private agency counselors within the school environment. According to data recorded by the Emergency Treatment Center and the Alum Rock Counseling Center during 1977, 19% of the juveniles receiving services were referred for truancy and school behavior problems. This percentage however, is based on exclusive problem identification categories





and therefore does not take into account those situations in which the client's presenting problem may have been identified as runaway, or beyond parental control accompanied by school/truancy problems. This may indicate a higher percentage of school-related difficulties than actually reported.<sup>1</sup>

The county's two short-term residential crisis facilities, Casa SAY and Wilson House, have also shed light on the link between status offenses and school problems. According to Wilson House's first year evaluation, 31% of referred youth had school and truancy problems at the time of referral. As a result, the evaluation recommended increased contact between the program and local schools in the form of "better feedback systems in the schools and better coordination on aftercare and follow-up services."<sup>2</sup> Casa SAY's first year evaluation revealed that 43% of referred youth were not attending school at the time of referral. It characterized Casa SAY's clients as "most often a poor achiever in school", and stated "advice regarding school problems or attendance was invariably a point of the counseling message." The evaluation also made the following recommendation: "The extremely high percentage of resident cases with school problems, learning disabilities, etc. suggest a high priority need for the development of some specialized service directly concerned with school attendance and other educational problems of the referrals."<sup>3</sup>

The above sources of information represent the most recent data concerning the status offender situation in our community; a "first year compass" providing direction for future program planning and development. It is evident there is a need for augmentation of existing services with increased emphasis on reintegration of status offenders in the school environment, increased responsiveness of schools to the status offender population, and greater levels of coordination between schools and status offender service providers.

Limited services are currently available to serve the school related needs of status offenders in North Santa Clara County as well as providing crisis intervention and support counseling services to the staffs of schools in the area. Though the Community Health Abuse Council (CHAC) provides some counseling services to adolescents in Mtn. View and Los Altos, meetings with the school counseling staffs at Mountain View, Los Altos, and Awalt High Schools pointed to an express desire for assistance from Casa SAY and greater coordination with the crisis house in dealing with the problems of status offender youth. Junior High schools in Mtn. View and Sunnyvale have also expressed a great need for private agency counselors to come in and work with students and their families in resolving the problems that often affect school attendance in the earlier grades.

In September 1978, Casa SAY applied for funding for a full time school outreach/follow-up counselor through monies made available from AB 90 and Santa Clara County. This grant funded the outreach position through June 1979. Currently this outreach counselor is providing services to the three Los Altos-Mountain View High Schools while also providing necessary follow-up and support work to clients in the Crisis House. He has led groups in specialized classes, learning disabilities and opportunity classes and has been asked to sit on the School Attendance Review Board (SARB) in the Los Altos-Mountain View High School District as well as in the Sunnyvale-Union school district. Referrals have been made to the outreach counselor through the High School counseling staffs for individual and family counseling. Acknowledging the continued need for this type of outreach effort, we are requesting a full year of continued funding for this position starting in July, 1979.



## Program Description

### OVERVIEW

The outreach counselor will involve him/herself with three primary tasks. He/She will provide enrichment services to the in-house Casa SAY program via the development of educational resources for resident youth, provide school follow-up on clients terminating residence, and coordinate with schools to meet the needs of non-resident youth experiencing 601 (status offender) type situations. The following services will be provided to in-house residents by the outreach counselor:

- 1) The outreach counselor will insure that diagnostic testing relevant to academic skill level and/or the detection of learning disabilities is administered by the youths' schools or other qualified personnel. This information will aid in the development of appropriate academic schedules for residents and/or in seeking the most appropriate educational placement. This counselor will also furnish the resident's school staff with appropriate diagnostic information based on our own knowledge of a client's particular situation.
- 2) If it is determined that a resident requires more intensive or specialized educational assistance (special education, alternative school placement), the outreach counselor will explore existing alternatives and advocate that school staff and parents cooperate in affecting such placement.
- 3) The outreach counselor will facilitate a productive day program for those residents currently not attending school. This will include exploring alternatives to school such as GED programs, vocational training, and employment programs, job corps, and the armed forces.

The outreach counselor will provide follow-up services to those residents terminating their residence at Casa SAY. After the youth's return home, the counselor will monitor the youth's school progress on a weekly basis during the first month by contacting the youth and his/her school. The outreach counselor will be available to the youth, his/her parents, and school personnel to assist with school problems. Following the first month, the outreach counselor will assess the youth's school situation on a monthly basis for two more months and monthly thereafter, until he/she deems it no longer necessary. The outreach counselor will also assist parents and youth in securing tutorial assistance when appropriate.

The counselor will provide outreach services in the schools in the following manner:

- 1) Counseling/Information and Referral: The outreach counselor will be on call to school personnel requesting assistance in dealing with individual youth experiencing 601-type situations. He/She will make presentations to school counseling staffs, parent groups, and special classrooms on the nature of services provided by Casa SAY and will also be available on campus on a scheduled drop-in basis for individual youth needing counseling and/or information and referral services. Short-term counseling services will also be provided on campus.
- 2) Youth Groups: The outreach counselor will facilitate ongoing adolescent groups in classrooms having an high risk adolescent population; opportunity classes, continuation and learning disability classes. Responsible behavior will be the theme of each of the following issues to be covered: Attitude





toward school, relationships, communication issues, values clarification, sexuality, and parenting.

- 3) The outreach counselor will serve on the school attendance review board (SARB) of the Los Altos-Mountain View School District and will provide services to students coming before the board when deemed appropriate.

Summer Months: Summer months often represent a less structured and therefore less productive environment for youth. The outreach counselor will institute the following program changes in lieu of school, for residents not attending summer classes.

- 1) Development of a summer recreational program to be conducted on a bi-weekly basis.
- 2) Develop alternative learning situations whereby clients can learn more about themselves, assume greater responsibility for their own actions, and can develop self sufficiency skills. Wilderness experiences, and independent living skill training will be utilized.
- 3) Assist residents in seeking and retaining summer employment.



Objectives:    INTENDED RESULTS

- 1) To provide appropriate educational services to 50 youth in residence at Casa SAY.
- 2) To provide appropriate follow-up school services to 50 youth terminating residence at Casa SAY.
- 3) To provide group counseling sessions to 100 youth within the school setting.
- 4) To provide individual counseling to 20 youth within the school setting.
- 5) To provide outreach, information and referral, in-service training, and coordination of status offender services to Mtn. View, Los Altos, and Awalt High Schools and junior high schools in the Los Altos and Mountain View area.

Staffing

The outreach position will be filled by a person possessing the following minimal qualifications.

- 1) B.A. degree in the behavioral sciences
- 2) 2 years individual counseling experience with adolescents.
- 3) 1 year working with groups
- 4) Knowledge of secondary level educational system and academic alternatives in Santa Clara County.



## EVALUATION

The evaluation will be conducted by an independent evaluator of reputable standing submitting a reasonable bid. Areas to be evaluated will include the following:

- 1) Maintenance of effort: How was staff energy expended. total hours spent meeting each project objective?
- 2) Performance: Did the staff person meet the project objectives, total clients served. services provided?
- 3) Efficiency: How cost-effective were the services provided?
- 4) Quality of services: How are the services perceived by school personnel, clients, families, and cooperating agencies?

The evaluation will be completed two months following the completion of project funding in order that the evaluator will have the maximum time in which to assess the impact of the services provided. This information will be submitted to the AB 90 Advisory Board to be used as the basis for future funding and program decisions.



BUDGET (one Year)

Salary and Benefits

Salary

Outreach Counselor  
\$800/month X 12 months \$9600

Benefits

FICA at 6.13%	\$589	
SUI at 4.0%	384	
Workman's Comp. at 2.29%	220	
Health Insurance \$38/mo X 12 months	<u>456</u>	
Total Benefits		<u>1649</u>

Total Salary and Benefits \$11,249

Mileage

100 miles/month at \$.15/mile X 12 months \$180

Evaluation

42 hours at \$25/hour \$1050

Total Budget \$12,479

QUARTERLY COST TABLE

<u>1st Quarter</u>	<u>2nd Quarter</u>	<u>3rd Quarter</u>	<u>4th Quarter</u>	<u>Total</u>
\$ 3,119	\$ 3,120	\$ 3,120	\$ 3,120	\$ 12,479





### References

1. Project AB 3121 Final Report, County of Santa Clara, May 1978, pp. 34, 56-57
2. Bill Wilson House: A youth runaway facility, Evaluator's Annual Report.  
Jerome A. Kroth. Ph.D., June 30, 1978, pp 14, 45.
3. Evaluation Report-Santa Clara County, Casa SAY--Crisis House.  
Criminal Justice Research Foundation, May 30, 1978, pp. 14, 16, 18.





# Bill Wilson Center

family therapy program

590 Washington Street  
Santa Clara, Calif. 95050  
(408) 246-9090

1) Heading

Program Element Description

Program Element Name	<u>Bill Wilson Outreach Program</u>
Program Category Number	<u>5</u>
Total Number of Elements	<u>3</u>
Number of this Element	<u>3</u>
Submitting County	<u>Santa Clara County, J.P.D.</u>
Submitting Agency	<u>Bill Wilson Center and House</u>
Agency Contact Person	<u>Victoria Dickerson or Johanna Mayer</u>
Address	<u>590 Washington Street</u> <u>Santa Clara, Ca. 95050</u>
Telephone Number	<u>(408) 246-9090</u>

2) Site Locations

Bill Wilson Center's family therapy program, training component, and research and evaluation component are located at the above address. Bill Wilson House is at 884 Lafayette Street, Santa Clara. The outreach program would maintain an office at the first name site.

3) Need Statement

The programs of Bill Wilson Center and Bill Wilson House have been developed in response to youth who are experiencing "situational stress", i.e., stress as a result of normal, predictable, developmental change, that has reached the point of crisis.

We believe that many of these problems can be alleviated or avoided through preventative education and early intervention efforts in the community. Even those problems resulting from chronic stress and long-standing individual or family dysfunction can be most effectively treated if they are detected early, assessed accurately, and appropriately referred. Moreover, the importance of community outreach is not limited to prevention, detection, and referral--intervention is most effective when community resources are utilized in a consistent and coordinated manner in order to meet the needs of youth and support the family unit.



A. Need: Information and Education for Parents (Project AB 3121)

Parents lack the opportunity to obtain assistance in coping with the stresses of adolescence without fear of being labeled inadequate or sick. The parent education groups currently being offered by an outreach counselor (AB 90 funds) at school sites have met with great interest and enthusiasm on the part of parents eager for information and school personnel who recognize the need for this service.

B. Need: Early Identification and Accurate Assessment of Family Problems with Appropriate Referral

An evaluation of the Pre-Delinquent Diversion Project (1972-75) shows only 51% of referrals actually contacted the agency. Our experience leads us to believe that fear and defensiveness may be the cause for the lack of follow-through on the part of parents.

C. Need: Improved Coordination of Services to Adolescents and Families

The final report on Project AB 3121 indicates that this is a responsibility that agencies must take on themselves due to the lack of a formal mechanism.

The evaluation final report for the first year of funding of Bill Wilson House states: "Better feedback loops with the school systems should be developed in terms of . . . follow-up coordination... and coordinating after care services."

D. Need: Improved Therapeutic Program for Residents

The short-term nature of the residential program requires an emphasis on utilizing community resources if new behaviors are to be maintained once the resident returns to his/her community. The impact of the program would be enhanced both by providing more educational, and recreational activities in the community during residence and by expanding follow-up services in schools and other community settings.

4) Overview

A. Response: Preventative parent education

An outreach counselor experienced in working with adolescents and families will:

- (1) make presentations to groups of adults in the community (schools, churches, etc.)
- (2) conduct parent education and skills training groups and workshops

- Goals:
- o to provide information on adolescent stress
  - o to identify problems
  - o to provide non-threatening alternatives
  - o to gather information on families in the community
  - o to teach skills and attitudes directed toward



B. Response: Identification, Assessment, and Referral

Outreach counselor will offer consultative services and training to: educators, law enforcement personnel, social service workers, other agency personnel.

- Goals:
- o early detection of family problems
  - o identification of problems in non-threatening way
  - o to make referrals appropriate to problem
  - o to make referrals appropriate to agency
  - o to follow-up on referrals

C. Response: Coordination of services

The outreach counselor will provide coordination of referral, treatment, and follow-up services by developing a feedback system with school and other agencies.

- Goals:
- o to assure effectiveness and appropriateness of service
  - o to assure adequate follow-up

D. Response: Link to community resources and intensified therapeutic program

A recreation therapist will be employed part-time to enrich the residents' options in relating to community resources. Outreach counselor in community settings will provide follow-up and encourage the use of a more effective, consistent approach to former clients.

- Goals:
- o to better utilize community services
  - o to involve residents in community activities
  - o to enhance the therapeutic program by involving residents in meaningful recreational activities.

Bill Wilson Center, formerly known as Webster Center, has been in existence since August, 1973, serving youth and their families in the County of Santa Clara. The major emphasis has been that of treating families in crisis as they were referred because of an acting out, often delinquent, adolescent. In 1975, administration and staff of the then Webster Center, in anticipation of AB 3121, submitted a proposal to LEAA for a program which would extend the family service aspect of the Center to that of providing housing and counseling services to runaway youth and other 601 type offenders who might be experiencing some family crisis. The intent of the program was and is to reunite youth with their families after a short-term residency.

The total Bill Wilson Center program has as its focus the treatment of the family as a unit with the specific services of 1) outpatient family therapy, 2) short-term residential treatment for adolescents, 3) education and consultation for the wider community. The program operates with a current budget of over \$350,000 and a staff of 20. The funds requested here are to both continue and enrichen the outreach component of this program (education and consultation), a need testified to by the numerous requests for and referrals to





5) Intended Results

The program is expected to produce the following results:

- A. Result: Reach parents who are experiencing stress by:
  - o making at least 10 presentations to groups of parents
  - o conducting at least 5 parent education or skill groups
  
- B. Result: Consult with and offer workshops for training in early detection and referral by:
  - o offering at least 10 presentations to appropriate referral persons and agencies
  - o conducting 3-5 inservice workshops for law enforcement officers, educators, social service workers, and/or agency personnel
  - o increasing by 10% the follow-through on referrals in the geographic area impacted
  
- C. Result: Increase coordination and feedback by at least 10% in the geographic area impacted by:
  - o contacting referral sources within 2 days of referral
  - o contacting former residents within one month and again in three months after termination of residency
  - o contacting adolescents at the school site whose families are in therapy
  
- D. Result: Provide opportunity to utilize surrounding community services by providing:
  - o contact with important persons in the adolescents' social network (e.g., teachers)
  - o 10 hours recreational therapy per week
  - o monitoring of recreational outings
  - o follow up of former clients by school outreach counselors

That the intended results will accomplish the specific goals of the project will be a part of the evaluation report.



6. Evaluation Methodology

A. Persons responsible for the program evaluation are:

Johanna Mayer, Ph.D. (408) 247-9332  
Clinical Director  
BILL WILSON HOUSE  
884 Lafayette Street  
Santa Clara, CA 95050

James W. Hannum, Ph.D. (408) 246-9090  
Clinical Director  
Family Therapy Program  
BILL WILSON CENTER  
590 Washington Street  
Santa Clara, CA 95050

B. The following data will be collected as part of the program's overall evaluation procedure:

- (1) client information - demographic, family and medical information
- (2) services provided - the frequency of outreach counseling contacts, outreach presentations, consultations, individual, group, and family therapy sessions, parent education groups, workshops, recreation therapy sessions, recreational or educational outings; staff involved; and the number of clients served.

(3) program evaluation- the impact of the Bill Wilson House program on residents will be assessed using pre and post measures of internal / external locus of control. All presentations, workshops and parent education groups will include an evaluation questionnaire which participants will be asked to complete.

The clinical directors are responsible for data collection.

The Bill Wilson House evaluation is currently contracted to Dr.

Michael Lowy. The other Bill Wilson Center programs are evaluated by Dr. James Hannum.

C. The evaluator's report provides recommendations for program improvements based on the data collected.  
Feedback on presentations and parent groups will be utilized in planning subsequent outreach services.

D. Quarterly reports are prepared and submitted to funding sources (OCJP and the City of Santa Clara), referral sources, the Board of Directors, the Advisory Board, administrators, and staff.

7. Matching Funds

N/A



# BUDGET

I.	SALARIES AND EMPLOYEE BENEFITS	<u>A</u>
	A. Salaries & Wages	
	Outreach counselor(s)	\$12,600
	Recreation therapist (1/2time)	<u>5,250</u>
		\$17,850
	B. Retirement	
	FICA           6.1%	\$ 1,089
	Fed Unemp    0.7%	125
	Sta Unemp    3.1%	<u>553</u>
		\$ 1,767
	C. Employee Group Insurance	
	Kaiser/Blue Cross       5%	\$ 892
	Professional Liability	
	Total Salaries & Benefits	
		<u>\$20,509</u>
II.	SERVICES & SUPPLIES	
	A. Office Expense (Supplies)	\$ 300
	B. Equipment Maintenance	
	Van Insurance & Maintenance	300
	C. Communications	
	Phone	250
	Postage & Shipping	
	Printing & Publications	
	D. Travel .15/mi x 35 mi/wk	273
	E. Training	150
	F. Professional Services	
	Consulting (Medical Consultant)	300
	Evaluation	300
	Audit & Accounting	
	G. Facilities (pro-rated as per	
	% staff)	
	Utilities	
	Janitorial	
	H. Rents	
	I. Insurance (General Liability)	\$ <u>165</u>
	Total Services & Supplies	\$ <u>2,038</u>
III.	Other Charges	<u>-0-</u>
IV.	FIXED ASSETS	<u>-0-</u>
	Total Budget	<u>\$22,547</u>



QUARTERLY COST TABLE

1st Qtr.	2nd Qtr.	3rd Qtr.	4th Qtr.	TOTAL
\$ 5,636	\$ 5,637	\$ 5,637	\$ 5,637	\$ 22,547





PROGRAM CATEGORY 6



## PROGRAM SUMMARY

### Program Category:

Establishing and Maintaining Juvenile Ranches, Camps, Forestry Camps, Schools, Day-Care Centers, and Group Homes for Wards of the Juvenile Court.

The Juvenile Probation Department will continue to operate three rehabilitation centers which are designed to meet the following identified need:

1. Provision for a 24-hour secure rehabilitation facility which will provide counseling, vocational and educational training for delinquent youth.

The major components of the program include:

1. Operation of three ranch facilities offering work, recreation, school and counseling programs for approximately 242 youths.
2. Maintenance of a catalog of facility resources.



## PROGRAM ELEMENT DESCRIPTION

Program Element Name: Rehabilitation Facilities

Program Category Number 6 Submitting Agency: Juvenile Probation Dept.

Total Number of Elements 1 Program Element Contact Person: Richard W. Bothman  
Chief Probation Officer

Number of this Element 1 Address: 840 Guadalupe Parkway  
San Jose, CA 95110

Submitting County Santa Clara Telephone: (408) 299-2141

Amount Requested: \$266,760.00

### NEED STATEMENT

There are a large number of youth in this county who, because of repeated law violations or serious offenses, need to be removed from the community. The Juvenile Court needs institutional placements to carry out their duties in handling this group of delinquent youth. The Rehabilitation Facilities fulfill the need and are the most secure institutions operated by the Probation Department. The next step in severity would be placement in the California Youth Authority.

### OVERVIEW

During the past year of the three Rehabilitation Facilities have operated at capacity with large numbers of minors in Juvenile Hall awaiting admittance to the Ranch. The average daily attendance for the facilities for fiscal year 1977-78 is as follows: James Ranch, 97.44; Holden Ranch, 97.58; Wright Center, 39.37.

Since the start of the first facility in 1953, the county has received a subsidy from the California Youth Authority of \$95 per month per minor in residence. With the passage of AB 90 in 1978, this subsidy was terminated and this application is submitted to have these funds reinstated.



## INTENDED RESULTS

The three Rehabilitation Facilities will provide a correctional program for a maximum of 242 youth at any one time.

The William F. James Boys' Ranch offers a 24-hour program for 100 boys, 16 through 18 years of age, with an emphasis on correctional counseling and developing work habits and attitudes through structured work programs in the community. Graduation and passing the G.E.D. are stressed at the school program.

The Harold Holden Ranch for boys offers a 24-hour program for 100 boys, 12 through 16 years of age, with an emphasis on a structured environment offering work, recreation, school and counseling.

The Muriel Wright Residential Center is a co-educational facility for 42 youths between the ages of 12 and 18. Normally, the youngest boys are placed at this facility which offers a structured program of work, recreation, counseling and school.

## EVALUATION METHODOLOGY

No formal program evaluation will be provided. Records will be maintained at each facility as to numbers of minors handled, age, sex, length of stay, progress through the program and whether or not they completed the program.

## BUDGET : OTHER CHARGES

### Rehabilitation Facilities

The cost of Rehabilitation Facilities for 1978-79 is projected to be \$2,125,518. The State reimbursement is projected to be \$266,760 based on a total population of 234 and \$95 per child per month.

### QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	TOTAL
\$66,690	\$66,690	\$66,690	\$66,690	\$266,760





PROGRAM CATEGORY 7



I. PROGRAM CATEGORY  
Chapter 1071 Statutes of 1976

II. PROGRAM SUMMARY

Funds requested under this program category will be used to continue and expand those programs and services involved in the implementation of Chapter 1071 of the Statutes of 1976.

The legislation was enacted in part to protect the public from criminal conduct by minors and to impose on the minor a sense of responsibility for his own acts. To implement these goals, the law specifies procedures:

1. To remand older (16-17 year old) delinquents accused of certain crimes to the adult court.
2. To clarify the role of the District Attorney.
3. To apply Adult Court rules of evidence in the Juvenile Court.

This part of the legislation was enacted to improve the handling of 602's (law violators).

On the other hand, the legislature recognized that 601's (runaways, incorrigibles) are generally children exhibiting personal or parental conflict as opposed to behavior which would be a criminal act in committed by an adult (602's). The distinction between the needs of 601's and 602's resulted in a requirement in the law for separate detention of 601's and 602's. A.B. 3121 mandates that detention of 601's be in non-secure facilities and calls for the establishment of greater community based resources to resolve the problems of runaways, incorrigibles and those in conflict with their parents.

A. Summary of Programs and Services Associated with Adversary Process for 602's.

1. The District Attorney is mandated to appear at all stages of 602 petition processing - detention, fitness, jurisdiction and disposition hearings - as well as to review petitions for evaluation of legal admissibility of evidence. These new responsibilities require the services of three Deputy District Attorney's, one legal stenographer, one Clerk III and one investigator.
2. The Public Defender's appearance at the various hearings is not mandated by the new legislation. The dramatic increase in the number and complexity of hearings has required the addition of the following six positions: Attorney III, Attorney I, legal stenographer, legal aide, investigator, social worker.
3. The Superior Court - Juvenile Division has responded to the legislative provision that a minor whose case is heard before a referee has the right to apply for a rehearing before a judge of the Juvenile Court by the hiring of an additional court reporter.



The increase in the number and the adversarial aspect of juvenile cases has necessitated the operation of an additional Superior Court department in the Juvenile Division two days per week. This caseload increase has also required the assistance of a judge pro tem on a part-time basis.

4. The Santa Clara County Sheriff's Department has to assume responsibility for housing the increasing number of juveniles who are found unfit for Juvenile Court proceedings and whose behavior is such that they cannot be safely housed in Juvenile Hall.

The service of subpoenas for the Juvenile Court has increased dramatically in response to increased adversary proceedings. This responsibility is a shared function of the Sheriff's Department and Juvenile Probation.

#### 5. COMMUNITY RELEASE

A.B. 3121 added Section 628.1 to the Welfare and Institutions Code which directs the Probation Officer to release a minor, who has been taken into temporary custody, to Home Supervision unless the minor is

1. without effective parental care, etc.,
  2. destitute or not provided with the necessities of life
  3. provide with an unfit home
  4. a danger to himself or the person or property of another. In addition to providing Home Supervision the Juvenile Probation Department meets the further requirements of the law by providing a Probation Officer or Probation Aid to assure the minor's appearance at Probation Officer's interviews and court hearings and to insure that the minor obeys all the terms and conditions of release on Home Supervision. The Community Release program which was initiated several years prior to the enactment of A.B. 3121 now continues as a mandated program.
6. Probation Officers Roles on Adversary Proceedings. Since the enactment of A.B. 3121 probation officers now confer with a District Attorney on all delinquency petitions as well as most informal supervision cases and court order modifications. The dramatic increase in cases requiring conferences demands probation officer time equivalent to 1.79 positions.
  7. Delinquent and Dependent intake. Investigation and Supervision. As a result of a more intensified and adversary method of dealing with delinquent conduct the caseload of the Juvenile Probation Department relative to 602 minors has increased and requires the equivalent of 8 Deputy Probation Officers, 1.3 Supervising Probation Officers and 1.3 Clerks.

While the number of 601 referrals was reduced dramatically



as a result of the passage of A.B. 3121, there was a concomitant increase in the number of 300 (dependent child) referrals. Among the reasons given for this apparent reclassification are:

1. reclassification of formerly "601 minors"
2. more vigorous prosecution of neglect cases
3. increase publicity regarding child abuse and neglect leading to increased reporting.

B. Summary of Programs and Services Associated with the 601 or "status offender" portion of Chapter 1071, Statutes of 1976.

1. COUNSELING SERVICES

In order to increase the efforts to divert status offenders from the juvenile justice system, Santa Clara County has contracted with two community-based, 24-hour crisis intervention services since 1975. In 1977, these services were expanded to respond to increased demands for services as a result of diversion aspects of A.B. 3121.

The Alum Rock Counseling Center (ARCC) will provide counseling and crisis intervention to juveniles and their families who are residents of Alviso, Milpitas, East Central and South San Jose. Similar services will be offered to North County residents by the Emergency Treatment Center (ETC). Expanded services in the South County areas will be provided by South County Alternatives. Each of these programs shall contract with the County on a cost-per-unit-of-service basis not to exceed the contract total.

2. NON-SECURE 601 FACILITIES

A major provision of A.B. 3121 was that 601's no longer be detained in secure facilities. In Santa Clara County, the intent of this aspect of the legislation has been interpreted to mean that 601's should be provided home-like environments to the extent possible. The Juvenile Probation Department has been authorized by the Board of Supervisors to contract for up to 30 emergency beds for 601 youth.





- unstable family situation - 17%
- school behavior problem - 7%
- Other (assorted) - 22%

#### OVERVIEW

##### A. Program Goals

The Center shall provide 24-hour crisis intervention services for minors under 18 years of age in order to achieve the following goals.

1. To provide immediate relief to minors, or minors and their families in crisis situations, such as "beyond parental control" and runaways.
2. To restore stability of the family and prevent recurrences of the crisis.
3. To increase the use of community-based resources and reduce client dependence on the Juvenile Probation Department, the Department of Social Services, and the Mental Health Bureau of the Health Department.
4. To promote coordination of existing related services.

##### B. Services by Emergency Treatment Center

In order to achieve the above program goals, the Center will provide services listed below as needed for the clients served.

1. Receive referrals and make initial assessments - Trained staff shall receive referrals from public/private agencies, organizations, relatives, friends or individual/self-referrals and assess the nature of the problems. Staff shall determine if the referral is appropriate to receive 24-hour crisis intervention services or services provided by other



agencies to the client population served by this agreement.

2. Defuse crisis by telephone - Trained staff shall defuse an appropriate initial crisis situation over the telephone by providing immediate crisis intervention counseling.
3. Initial face to face counseling responses - Trained staff shall provide immediate and initial face to face counseling to a minor or other persons in order to resolve the crisis.
4. Continuity counseling face to face - After the initial crisis counseling session, if additional counseling is necessary, trained staff shall provide continued face to face counseling to a minor or other persons in order to resolve the crisis situations.
5. Continuity counseling by telephone - After the initial counseling session, trained staff shall provide continued counseling by telephone in order to resolve the crisis.
6. In addition to the services listed above, the Center shall:
  - a. Arrange for needed supportive services when necessary,
  - b. Endeavor to Increase utilization of existing community-based resources for minors.
7. Intervention counselors are trained to:
  - a. Assess and clarify the Immediate problem
  - b. Provide immediate guidance in developing and utilizing alternative coping patterns.
  - c. Establish treatment goals with the client and develop a contract for achieving those goals.



- d. Provide for temporary out of home care if indicated. Contractor is licensed to recruit and certify foster homes. The contractor also maintains a supply of licensed volunteer homes to receive emergency temporary placements.
  - e. Provide continuation counseling in relation to the treatment contract. Emphasis is placed on communications, clarifications, change and appropriate use of community and other resources.
  - f. Most case plans are completed within five visits by an Intervention counselor. Many plans can be completed with 2 or 3 contacts.
8. Community education and training. The program includes a variety of dimensions for education and training.
- a. In-service training for staff, affiliates and volunteers. Training Includes regular review of methods and techniques for:
    - Improved communication, Interviewing and Interpersonal skills
    - crisis intervention
    - community resources and "advocacy counseling"
    - special problems or methods of intervention
    - case supervision and consultation
  - b. The In-service training model has also been made available, on request, to the staff of other agencies and programs. Because crisis situations most often come to the initial attention of teachers, policement, eligibility workers, public health nurses, etc., it is important that training is made available to those agencies and programs to assist them in:
    - relating more effectively to the crisis process.
    - knowing community resources for crisis intervention services.
  - c. Volunteer foster homes - This training includes an orientation to short term foster care in the



crisis program, and individual consultation as requested.

- d. Consumers - Focusing on family life education; parent-child relationships; family communications, sexuality; problem-solving and conflict resolution.
- 9. Services are provided by counselors familiar with the cultural and community ethos in which the problem occurs. The provider agencies recruit and train counselors who live and/or work in the immediate service area, who are sensitive to cultural and ethnic issues of the target community and have the ability to communicate in the dominant language of clients.
- 10. This program is designed to be one part of a comprehensive county-wide crisis intervention system with each of the three agencies, ETC, ARCC and South County Counseling Center covering different geographic sections of the county. Services provided by this agency are in the areas of: San Jose (South, Central, West), Campbell, Cupertino, Los Altos, Los Gatos, Mt. View, Santa Clara, Saratoga, Sunnyvale.

#### C. Definitions

- 1. Crisis Situation - A situation is a crisis if a minor, family member, friend, public/private agency or organization or concerned individuals consider it a crisis.
- 2. Crisis Categories - A crisis situation may be defined by one or more of the following categories:
  - a. Unstable family--which places minor in jeopardy
  - b. Family fights, violence
  - c. Runaway
  - d. Suicide - threat, potential, attempt
  - e. Child abuse--physical and/or sexual
  - f. Rape
- 3. Crisis Case - For purposes of identifying services and program achievement, one or more units of service as





defined in the attached agreement consist of those activities related to serving a minor under 18 years of age, who is experiencing a crisis situation and who is in need of counseling in order to resolve the crisis. These activities shall be identified and recorded under the category "case."

INTENDED RESULTS CRISIS INTERVENTION SYSTEM

During the 1979 - 80 fiscal year the Emergency Treatment Center Crises Intervention program will provide a minimum of:

1. Initial assessments: 1200
2. Complete Crises Intervention services for 800 families
3. Temporary out of home placements: 15

Contractor will provide these services on a fee for service basis (Performance Contract).

EVALUATION METHODOLOGY

1. It is proposed that the evaluation (data collection) be conducted concurrently with the operation of the program.
2. The evaluation will focus on our attainment of objectives described in the proposal.
3. The evaluation will be conducted according to commonly accepted social science methodology.
4. Data will be collected in any of the following ways:
  - a. Case records
  - b. Interviews
  - c. Mail questionnaires



*Instruments used for case record data collection will be integrated with regular agency forms to the extent possible.*

5. *Data will be collected and analyzed about the following:*

- a. *Characteristics of clients*

- *demographic*
    - *presenting problem*

- b. *Pathway to the crisis intervention project*

- c. *Types of services provided by the project*

- d. *Post-crisis experiences*

*Instruments will be designed to collect information regarding: Perceptions of:*

- a. *Consumers*
  - b. *Providers*
  - c. *Community*

*regarding the services provided and the outcomes obtained*

6. *Evaluation consultation will be provided in cooperation with an outside evaluator designated by the County.*
7. *The evaluation consultant will meet with project staff on a regular basis and issue written reports as required.*
8. *Consultation services to be provided include but are not limited to:*
  - a. *Design of instruments*
  - b. *Consultation on data collection methods*



- c. Monitoring of data collection
  - d. Planning and monitoring of evaluator instruction system
  - e. Data analysis - processing
  - f. Recommendations, etc.
9. The evaluation consultant will be:
- Louis Everstine, Ph.D., M.P.H.  
Research Associate,  
Mental Research Institute



# EMERGENCY TREATMENT CENTER

## BUDGET

I.	Salaries and Employee Benefits	\$ -0-
II.	Services and Supplies	
	Professional and Specialized Services	57,982
III.	Other Charges	-0-
IV.	Fixed Assets	-0-
	Total Budget	\$57,982

## QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	TOTAL
\$14,496	\$14,496	\$14,496	\$14,494	\$57,982





## PROGRAM ELEMENT DESCRIPTION

Program Element Name 24 Hour Crisis Intervention Counseling for Adoles-  
cents and Their Families

Program Category Number 7 Submitting Agency County Executive  
Alum Rock Counseling  
Center, Inc.

Total No. of Elements 9 Program Contact Person George Doub

Number of this Element 2 Address 5038 Hyland Avenue,  
San Jose, CA

Submitting County Santa Clara Telephone Number (408) 251-4422

### NEED STATEMENT

The purpose of this program element is to provide 24 hour crisis Intervention services to children, adolescents, and their families. For purposes of this program description: a) crises is defined as any disfunction in a person's (families) ability to cope with a stressful situation in an adaptive manner without assistance; b) crises intervention is defined as immediate diffusion of a crises situation, case planning and follow-up counseling related to the initial diffusion, the provision of related social services, and temporary out of home shelter as appropriate.

Narrative descriptions regarding the need for these services have recently been documented in:

1. A Program Level Evaluation of the Implementation of AB 3121 in Santa Clara County, Santa Clara County Regional Criminal Justice and Planning Board, Evaluation Unit, 1978.

2. Final Report - Project AB 3121, County of Santa Clara, May, 1978.

3. The current need can best be illustrated by the following demand statistics from the 1978 services.

- a. 2412 referrals and assessments
- b. Crises Intervention services provided to 1545 families
- c. 110 temporary emergency shelter placements
- d. Approximately 30% of the cases were referred from the Juvenile Justice System.
- e. Major problem categories included:
  - runaway - 20%
  - beyond parental control - 19%



- family violence	- 3%
- Suicide related	- 2%
- rape / molest	- 1%
- unstable family	- 16%
- school behavior / truancy	- 20%
- neglect or abuse	- 3%
- other (assorted)	- 16%

## OVERVIEW

### A. Program Goals

The Center shall provide 24-hour crisis intervention services for minors under 18 years of age in order to achieve the following goals:

1. To provide immediate relief to minors, or minors and their families in crisis situations, such as "beyond parental control" and runaways.
2. To restore stability of the family and prevent recurrences of the crisis.
3. To increase the use of community-based resources and reduce client dependence on the Juvenile Probation Department, the Department of Social Services, and the Mental Health Bureau of the Health Department.
4. To promote coordination of existing related services.

### B. Services by Alum Rock Counseling Center

In order to achieve the above program goals, the Center will provide services listed below as needed for the clients served.

1. Receive referrals and make initial assessments - Trained staff shall receive referrals from public/private agencies, organizations, relatives, friends or individual/self-referrals and assess the nature of the problems. Staff shall determine if the referral is appropriate to receive 24-hour crisis intervention services or services provided by other agencies to the client population served by this agreement.
2. Defuse crisis by telephone - Trained staff shall defuse an appropriate initial crisis situation over the telephone by providing immediate crisis intervention counseling.
3. Initial face to face counseling responses - Trained staff shall provide immediate and initial face to face counseling to a minor or other persons in order to resolve the crisis.
4. Continuity counseling face to face - After the initial crisis



counseling session, if additional counseling is necessary, trained staff shall provide continued face to face counseling to a minor or other persons in order to resolve the crisis situations.

5. Continuity counseling by telephone - After the initial counseling session, trained staff shall provide continued counseling by telephone in order to resolve the crisis.
6. In addition to the services listed above, the Center shall:
  - a. Arrange for needed supportive services when necessary,
  - b. Endeavor to increase utilization of existing community-based resources for minors.
7. Intervention counselors are trained to:
  - a. Assess and clarify the Immediate problem
  - b. Provide immediate guidance in developing and utilizing alternative coping patterns.
  - c. Establish treatment goals with the client and develop a contract for achieving those goals.
  - d. Provide for temporary out of home care if indicated. Contractor is licensed to recruit and certify foster homes. The contractor also maintains a supply of licensed volunteer homes to receive emergency temporary placements.
  - e. Provide continuation counseling in relation to the treatment contract. Emphasis is placed on communications, clarifications, change and appropriate use of community and other resources.
  - f. Most case plans are completed within five visits by an Intervention counselor. Many plans can be completed with 2 or 3 contacts.
8. Community education and training. The program includes a variety of dimensions for education and training.
  - a. In-service training for staff, affiliates and volunteers. Training includes regular review of methods and techniques for:
    - improved communication, interviewing and interpersonal skills
    - crisis intervention
    - community resources and "advocacy counseling"



- special problems or methods of intervention
  - case supervision and consultation
- b. The in-service training model has also been made available, on request, to the staff of other agencies and programs. Because crisis situations most often come to the initial attention of teachers, policemen, eligibility workers, public health nurses, etc., it is important that training is made available to those agencies and programs to assist them in:
- relating more effectively to the crisis process
  - knowing community resources for crisis intervention services.
- c. Volunteer foster homes - This training includes an orientation to short term foster care in the crisis program, and individual consultation as requested.
- d. Consumers - Focusing on family life education; parent-child relationships; family communications, sexuality; problem-solving and conflict resolution.
9. Services are provided by counselors familiar with the cultural and community ethos in which the problem occurs. The provider agencies recruit and train counselors who live and/or work in the immediate service area, who are sensitive to cultural and ethnic issues of the target community and have the ability to communicate in the dominant language of clients.
10. This program is designed to be one part of a comprehensive county-wide crisis intervention system with each of the three agencies; ARCC, South County Counseling Center, and ETC, covering different geographic sections of the county. Services provided by this agency are in the areas of: Alviso, Milpitas, the Evergreen, Edenvale and Franklin McKinley areas of San Jose, East, Central and South San Jose to the Coyote Narrows and to the East of Almaden Expressway.

#### C. Definitions

1. Crisis Situation - A situation is a crisis if a minor, family member, friend, public/private agency or organization or concerned individuals consider it a crisis.
2. Crisis Categories - A crisis situation may be defined by one or more of the following categories:
  - a. Unstable family - which places a minor in jeopardy
  - b. Family fights - violence
  - c. Runaway





- d. Suicide - threat, potential, attempt
  - e. Child abuse - physical and/or sexual
  - f. Rape
3. Crisis Case - For purposes of identifying services and program achievement, one or more units of service as defined in the attached agreement consist of those activities related to serving a minor under 18 years of age, who is experiencing a crisis situation and who is in need of counseling in order to resolve the crisis. These activities shall be identified and recorded under the category "case."

#### INTENDED RESULTS CRISIS INTERVENTION SYSTEM

During the 1979 - 80 fiscal year the Alum Rock Counseling Center Crises Intervention program will provide a minimum of:

- 1. Initial assessments: 2400
- 2. Complete Crises Intervention services for 1500 families
- 3. Temporary out of home placements: 100

Contractor will provide these services on a fee for service basis (Performance Contract).

#### EVALUATION METHODOLOGY

- 1. It is proposed that the evaluation (data collection) be conducted concurrently with the operation of the program.
- 2. The evaluation will focus on our attainment of objectives described in the proposal.
- 3. The evaluation will be conducted according to commonly accepted social science methodology.
- 4. Data will be collected in any of the following ways:
  - a. Case records
  - b. Interviews
  - c. Mail questionnaires

Instruments used for case record data collection will be integrated with regular agency forms to the extent possible.

- 5. Data will be collected and analyzed about the following:
  - a. Characteristics of clients
    - demographic
    - presenting problem



- b. Pathway to the crisis intervention project
- c. Types of services provided by the project
- d. Post-crisis experiences

Instruments will be designed to collect information regarding:  
Perceptions of:

- a. Consumers
- b. Providers
- c. Community

regarding the services provided and the outcomes obtained.

- 6. Evaluation consultation will be provided in cooperation with an outside evaluator designated by the County.
- 7. The evaluation consultant will meet with project staff on a regular basis and issue written reports as required.
- 8. Consultation services to be provided include but are not limited to:
  - a. Design of instruments
  - b. Consultation on data collection of methods
  - c. Monitoring of data collection
  - d. Planning and monitoring of evaluator instruction system
  - e. Data analysis - processing
  - f. Recommendations, etc.
- 9. The evaluation consultant will be:  
Keith Thompson, Coordinator, Division of Community Services,  
School of Social Work, San Jose State University.



ALLEN PARK COMPLETING CENTER  
BUDGET

I.	Salaries and Benefits	\$ -0-
II.	Services and Supplies	
	Professional & Specialized Services	64,938
III.	Other Charges	-0-
IV.	Fixed Assets	-0-
	Total Budget	\$84,938

QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	TOTAL
\$21,235	\$21,235	\$21,235	\$21,233	\$84,938



## PROGRAM ELEMENT DESCRIPTION

Program Element Name: Non-Secure Shelter-Care Placement Program

Program Category Number 7 Submitting Agency: Juvenile Probation Dept.

Total Number of Elements 9 Program Element Contact Person: Richard W. Bothman  
Chief Probation Officer

Number of this Element 3 Address: 840 Guadalupe Parkway  
San Jose, CA 95110

Submitting County Santa Clara Telephone: (408) 299-2141

Amount Requested: \$165,000.00

### NEED STATEMENT

AB 3121 mandates that minors described in Section 601 of the California Welfare and Institutions Code be detained in non-secure or shelter-care facilities and shall not be detained in Juvenile Hall.

Six hundred ninety-six (696) "status offenders"\* -- minors who have run away from home or who are beyond their parents' control -- were reported as delivered to the probation officer and assigned to non-secure shelter-care homes in FY 1977-78 in compliance with AB 3121.

Currently, ten (10) homes and two (2) group homes are utilized throughout the county for status offenders. These homes are licensed through the Department of Social Services Foster Home Licensing. The number of beds contracted in each home is adjusted monthly, based on projected needs (see contract for definition of services provided).

Trend line data indicates an increased need for 601 bed space in 1978-79. During the last six periods (4 weeks each) of 1977-78, a high of fifty-seven 601 admissions and a low of 37 occurred with an average daily population of 24 minors in shelter-care homes, an increase of approximately 300% over the first six periods of the same fiscal year. There appears to be an increase in the average daily population, particularly girls.

No additional staff positions were granted to accommodate the 601 program. Duties and responsibilities of maintaining the program were assigned to existing staff above and beyond their normal duties.

\*601 Section of the California Welfare and Institutions Code.





## INTENDED RESULTS

The results listed below are the objectives of the 601 program.

1. Comply with the law in assigning status offenders to non-secure shelter-care homes.

COMMENT: This requires a constant assessment of bed availability and home capability.

## EVALUATION METHODOLOGY

No evaluation is requested; however, the following reports and information data documentation will continue.

1. Daily reports to the court regarding minors assigned to shelter-care homes and incidents involving those minors.
2. Specific homes to which minors are assigned.
3. Minors remaining in shelter-care homes until their formal release.
4. Minors running away from shelter-care homes.

ie 2-11-11 W



## BUDGET

Support and care of 601 minors

\$165,000

This amount is allocated according to the following formula:

1. Private homes of which there are ten (10) having 2-3 beds apiece or a total of 28 beds.

\$13/day filled

\$ 2/day unfilled

2. Group Homes, i.e., Boys and Girls Adolescent Rehabilitation Center which have a total of six (6) beds.

\$23/day filled

\$ 2/day unfilled

The group home rate is higher than the private home rate since supportive services such as clinical individual and family counseling, socialization, educational, vocational and other related services are provided in addition to emergency housing.

### QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$41,250	\$41,250	\$41,250	\$41,250	\$165,000



## PROGRAM ELEMENT DESCRIPTION

Program Element Name: Intake Function

Program Category Number 7 Submitting Agency: Juvenile Probation Dept.

Total Number of Elements 9 Program Element Contact Person: Richard W. Bothman  
Chief Probation Officer

Number of this Element 4 Address: 840 Guadalupe Parkway  
San Jose, CA 95110

Submitting County Santa Clara Telephone: (408) 299-2141

Amount Requested: \$365,410.00

### NEED STATEMENT

The impact of AB 3121 was felt in many ways, some anticipated and some unanticipated. Although the bill did not address itself specifically to dependent children described by Section 300 W&C, this area was most decidedly affected.

Minors who previously would have been referred as 60ls were, after closer scrutiny by referring agencies and persons, perceived to be acting out as a result of parental neglect and abuse. These decisions to shift the burden of responsibility to the parent rather than the child results in an increase in referrals to Dependent Intake and an increase in new cases placed under the supervision of the probation officer as dependent children of the court.

On the other hand, some minors who previously had been referred as 60ls, despite having perpetrated law violations during their runaway, are now referred as 602s due to their overriding need for secure custody.

Those 60l minors who continue to be referred as 60ls are housed in non-secure settings somewhat remote from the business offices provided for the probation officers and the court. This factor adds 45 minutes probation officer time to each case for each case-work contact made with the minor. Further aggravating this factor is the increased reluctance on the part of the minor to reconcile with his parents or to accept alternative placement. Whereas minors were generally eager to leave juvenile hall, they are now generally content to remain in the freer, unstructured setting of the shelter care home.

A reduction in 60l referrals was more than offset by the increased 60l investigation time and the increased time and task requirements for 602 referrals.



The requirement that all 602s be prosecuted by the District Attorney has resulted in a 683% increase in probation officer conferences with the District Attorney. This has led to an 11% increase in the number of counts per petition filed, a 55% increase in contested cases, a 47% increase in continued cases and a 27% increase in the issuance of subpoenas. There was also a 47% increase in fitness hearings. These changes have remained as factors impacting upon the 602 investigation time.

With the accountability for filing petitions in 602 matters placed with the District Attorney and with the deciding authority placed with the District Attorney when there is disagreement between the police officer and the probation officer over whether to file, came an acceleration in decisions to file in many 602 matters which would have otherwise been resolved without court. There is a continuing increase of new cases per month assigned to Delinquent Supervision as a consequence of the increased adversary nature of Juvenile Court and in the severity of cases coming to the department.

### OVERVIEW

These needs are inarbitrable and must be addressed. This has been managed thus far by reduction of other services not specifically mandated. The problem has become exacerbated as a consequence of Proposition 13. To provide for increased levels of services resulting from the mandates of AB 3121, we require 15 positions as follows:

- 1 Supervising Probation Officer I
- 11 Deputy Probation Officer IIIs
- 2 Clerk IIIs + Typing
- 1 Transportation Officer

Because the impact is felt beyond the range over which these positions can be spread at any one time, it may be necessary to make adjustments from time to time, both in work location assignments and in work load distribution. This has been done in FY 1978-1979, but always at the expense of other critical areas.

### INTENDED RESULTS

The intake and investigation function will be augmented by the assignment of additional deputies for the processing of dependent child referrals and 602 referrals. Augmentation will include seven (7) Deputy Probation Officers, and one (1) Clerk III with a typing differential. This will also permit the potential upgrading of the handling of the 601 referrals by amplifying the use of community alternatives to the court system.

The field supervision function will be augmented with the assignment of one (1) Supervising Probation Officer I, four (4) Deputy Probation Officers and one (1) Clerk III with a typing differential.

The remaining position will be assigned to the departmental transportation function discussed in the 601 Shelter Care aspect of this proposal.





## EVALUATION METHODOLOGY

There will be no formal evaluation provided these services. Statistics will be maintained as in the past which reflect numbers of referrals, dispositions, court hearings, etc., as with all other casework services rendered by this agency.



# BUDGET

## I. SALARIES AND EMPLOYEE BENEFITS

### A. Salaries and Wages

1	Supervising Probation Officer I	\$ 23,363
11	Deputy Probation Officer III	231,164
2	Clerk III	24,798
1	Transportation Officer	<u>13,223</u>

Sub Total	<u>\$292,548</u>
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### B. Employee Benefits

State Unemployment (.1226)	.6 %	\$ 1,756
Health Insurance	6.6 %	19,308
FICA (38021) (.1226)	:	4,662
Retirement		
PERS (38021) (.14224)		5,408
Safety (254527) (.23484)		59,773
Worker's Compensation	3%	<u>8,777</u>

Sub Total	<u>\$ 99,684</u>
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Total	<u>\$392,232</u>
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LESS: Unclaimed Juvenile Probation Department Contributions - Salary and Benefits	<u>\$ 26,822</u>
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Total Salaries and Employee Benefits	<u>\$365,410</u>
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II. SERVICES AND SUPPLIES	<u>\$ -0-</u>	<u>\$ -0-</u>
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III. OTHER CHARGES	<u>\$ -0-</u>	<u>\$ -0-</u>
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IV. FIXED ASSETS	<u>\$ -0-</u>	<u>\$ -0-</u>
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TOTAL BUDGET	<u>\$365,410</u>
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1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$91,353	\$91,353	\$91,353	\$91,351	\$365,410



PROGRAM ELEMENT DESCRIPTION

Program Element Name Superior Court - Juvenile Division

Program Category Number 7 Submitting Agency Superior Court

Total No. of Elements 9 Program Element  
Contact Person J. Kazubowski

Number of this Element 5

Submitting County Santa Clara Address 191 N. 1st St., San Jose 95113

Amount Requested \$59,203 Telephone Number (408) 299-2074

Site Location

Juvenile Court  
840 Guadalupe Parkway  
San Jose, CA 95110

Need

More hearings are having to be held because of the increased numbers of juveniles moving through the juvenile justice system due to the implementation of AB 3121/AB 90 from ancillary agencies. As an example, the following is a comparison of the 602 petitions filed and dispositions made between 1976, 1977 and 1978.

602 Petitions and Dispositions

	<u>1976</u>	<u>1977</u>	<u>1978</u>	<u>76-77</u> <u>% Increase</u>	<u>77-78</u> <u>% Increase</u>
Petitions	4105	4834	5694	13%	17.8%
Dispositions	3826	4994	5984	30%	19.8%

Overview

The following personnel and supplies are needed to ensure that the larger numbers of juveniles moving through the system can have their court hearings within the appropriate legal time limits.

1. Court Reporter for Juvenile Court Referee

The Board of Supervisors authorized a new position of court reporter in January 1977 pursuant to the legislation's provision that a minor whose case is heard before a referee has the right to apply for a rehearing before a judge of the Juvenile Court. If the proceedings before the referee are recorded by an official reporter, the judge may grant or deny the application



based on the examination of the transcript. If the proceedings before the referee are not recorded by an official reporter, the application is automatically granted.

## 2. Additional Juvenile Court Department

Since March 1978, a third Superior Court department has been assigned to the Juvenile Court two days a week.

### Intended Results

With the new personnel and facilities in use, all juveniles in the juvenile justice system, as a result of AB 3121/AB 90, will have their cases adjudicated and disposed of within all legal time limits.

### Evaluation Methodology

No evaluation plan is expected to be needed.

### Matching Funds

Not applicable

### Budget

#### Superior Court Juvenile Division

##### I Court Reporter

Salary	\$22,811
Fringe Benefits	<u>4,372</u>
Total	\$27,183

Pro Tem Reporter (35 days x \$60.00)	<u>2,100</u>
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Reporters' Salaries & Benefits	\$29,283
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##### Services & Supplies

Court Reporter Note Pads	\$ 400
Law Books	840
Telephone and Supplies	440
Travel	200
Facilities Operations	<u>1,134</u>

Subtotal	<u>3,014</u>
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TOTAL	\$ 32,297
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II Superior Court Department  
(40% of year's use)

Judge			
County Allocation	\$3,800		
Fringe Benefits	<u>236</u>	\$ 4,036	
Court Reporter			
Salary (5th step)	9,124		
Fringe Benefits	<u>1,749</u>	10,873	
Court Clerk			
Salary (5th step)	6,667		
Fringe Benefits	<u>1,227</u>	7,894	
Services and Supplies			
Telephone	2,070		
Law Books & Supplies	<u>2,033</u>	<u>4,103</u>	
Total			<u>\$26,906</u>
Grand Total			<u><u>\$59,203</u></u>

QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$14,800	\$14,801	\$14,801	\$14,801	\$59,203

SALARIES & BENEFITS

I.	\$29,283		
II.	\$22,803		
TOTAL			<u>\$52,086</u>

SERVICES & SUPPLIES

I.	\$ 3,014		
II.	\$ 4,103		
TOTAL		<u>\$7,117</u>	
TOTAL BUDGET			<u>\$59,203</u>

Notes: Based on services to one courtroom: 1/30th of the allocations to be Clerk's and Court Executive's offices for those budget items.



PROGRAM ELEMENT DESCRIPTION

Program Element Name	<u>PUBLIC DEFENDER - JUVENILE DIVISION</u>	Submitting Agency	<u>Public Defender</u>
Program Category No.	<u>7</u>	Program Contact Person	<u>Norwood A. Nedom</u>
Total No. of Elements	<u>9</u>		<u>Chief Assistant</u>
No. of this Element	<u>6</u>	Address	<u>70 W. Hedding St., West</u>
Submitting County	<u>Santa Clara</u>		<u>San Jose, Ca. 95110</u>
Amount Requested	<u>\$135,337</u>	Telephone No.	<u>(408) 998-5121</u>

Site Locations. While the main Office of the Public Defender is located at 70 W. Hedding Street, we maintain offices for our Juvenile Court staff at Juvenile Hall. The Juvenile Courts are also located at Juvenile Hall whose address is 840 Guadalupe Parkway, San Jose, Calif., 95110. Occasionally juvenile cases are assigned to the downtown Superior Courts located at 191 North First Street, San Jose, Calif., 95113.

Need Statement. Assembly Bill 3121 made significant changes in the Juvenile Court Law which substantially affected both the case-load and the workload of the Public Defender's Office. The injection of the District Attorney's professional legal skills has made the Juvenile proceedings truly adversary. Cases are more complicated to prepare and to present in court; and, of course, each case consumes more staff time. The revised law also places the burden on the defense to prove that a 16 year old juvenile who commits one of a long list of enumerated offenses is "fit" for handling as a juvenile. Since the advent of AB 3121, the 602 case-load has grown from 2105 cases in calendar year 1976 to 2856 cases in 1977, to 2904 cases in 1978, or a total increase of 38%. The growth in workload is illustrated by the disposition hearings which increased from 560 cases in FY 76-77 to 763 cases in FY 77-78, or a 36.2% increase. During this same period the Investigation Division increased its workload from 230 juvenile cases to 285 cases, or a 23.9% increase. Total Juvenile Court cases handled



increased from 3295 in FY 76-77 to 3762 in FY 77-78. Finally, it is important to emphasize that even had the number of cases not risen, the increased time and effort required to prepare and handle cases since the enactment of 3121 have had a profound effect on our need for increased staff in Juvenile Court.

Overview. The funds will be used to hire the necessary legal and support service to enable the Public Defender to continue to provide a minimally constitutionally acceptable level of legal services to minors who are processed through the Santa Clara County Juvenile Court system.

Intended Results. During FY 79-80, this program will assist the Public Defender in handling the burgeoning caseload and workload resulting from AB 3121 and described in the Need Statement above.

Evaluation Methodology: The Public Defender, Sheldon Portman, is ultimately responsible for the program evaluation. His office is located at the 70 W. Hedding Street address. The evaluation data will be presented to Marialice Foley, the Program Monitor, in a Quarterly Progress Report. Among the factors covered in the Report will be Program Activities and Personnel. The goal of the Public Defender is to continue to provide constitutionally adequate legal services to minors in the Juvenile Court system.

Budget. (Attached)



I. SALARIES & EMPLOYEE BENEFITSA. Salaries & Wages

Attorney III, Step 3	\$28,560.48
Attorney II, Step 1	22,380.80
Clerk II, Step 2	9,401.60
Investigator II, Step 3	19,231.68
Legal Aide, Step 1	13,809.12
Soc. Wkr. IV, Step 5	19,678.88

\$113,062B. Retirement (list all  
benefits by type & %)\$ 12,625

## C. Employee Group Insurance

\$ 8,318\$134,005II. SERVICES & SUPPLIESA. Office Expense (i.e., stationery,  
office supplies, duplicating)\$ 857B. Equipment Maintenance (i.e.,  
service contracts, repairs)\$ 24C. Communications (i.e., telephone  
monthly service charge, instal-  
lation charges, toll charges, &  
message units, postage)\$ ,451D. Travel (i.e., per diem, public  
transportation, vehicle operation)\$ 0E. Training (i.e., conferences,  
institutes, seminars)\$ 0F. Professional & Specialized  
Services (i.e., consultants)\$ 0G. Facilities Operations (i.e.,  
Maintenance, utilities)\$ 0H. Rents & Leases (i.e., rental of  
equipment, space rental)\$ 0I. Insurance (i.e., Workers Comp.,  
Fire, Burglary)\$ 0\$ 1,332





III. OTHER CHARGES

- A. Support & Care of Persons (i.e., foster home, feeding, clothing, general medical and dental services)

\$ 0

Total Other Charges

\$ 0IV. FIXED ASSETS

- A. Lease/Purchase

\$ 0

- B. Equipment (list by item)

\$ 0

- C. Structures & Improvements

\$ 0

Total Fixed Assets

\$ 0

TOTAL BUDGET

\$135,337QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$33,834	\$33,834	\$33,834	\$33,835	\$135,337



County of Santa Clara  
California

Office of the District Attorney  
County Government Center, West Wing  
70 West Hedding Street  
San Jose, California 95110  
275-9651 Area Code 408

Louis P. Bergna, District Attorney

M E M O R A N D U M

March 8, 1979

TO: COUNTY JUSTICE SYSTEM ADVISORY GROUP

FROM: LOUIS P. BERGNA, District Attorney

SUBJECT: Application for AB 90 Funding (1806(a) W&I CODE)  
Fiscal Year - 1979-80

1) Program Element Description 7

Program Category Number	Seven
Submitting Agency	District Attorney
Total Number of Elements	Nine
Agency Contact Person	Leo F. Himmelsbach
Number of this Element	Seven
Address	70 W. Hedding Street
Submitting County	Santa Clara
Telephone Number	(408) 275-9651

2) Need Statement

This Program Element reflects the increased involvement of the District Attorney in Juvenile Court proceedings as a result of the mandate of the legislature as expressed in Chapter 1071 of the Statutes of 1976 (effective January 1, 1977). This mandate designated the District Attorney as the prosecutor in the name of the People of the State of California and requires him to attend all court proceedings involving delinquency petitions and to review police reports and to file all petitions under Section 602 of the Welfare and Institutions Code.

The amendments to the Welfare and Institutions Code that were enacted by Chapter 1071 include an imperative to the courts and prosecutors to address their best efforts to not only effect the rehabilitation of delinquent minors, but to protect the public from juvenile law violators and to impress on these violators a sense of responsibility for their own conduct; thus hopefully reducing the number of offenders re-entering the criminal/juvenile justice system. In order to reach this goal it is vital that offenders be promptly brought to court and started on a plan of rehabilitation.



Since January 1, 1977, the effective date of the pertinent Chapter 1071 legislation, the responsibilities of the District Attorney in Juvenile Court in Santa Clara County have resulted in the District Attorney's having to appear at an average of 30 morning and afternoon court sessions a week. These calendars are a series of petitions that range from 12 to 20 for uncontested matters to 3 to 6 for contested matters. A Deputy District Attorney must be prepared on each of these cases to competently represent the interests of the People.

This should be compared to pre-Chapter 1071 calendars where the District Attorney would appear only on contested matters, perhaps 10 cases per week.

The number of contested petitions, that is cases set for trial, was 1,537 for calendar year 1978. Fitness hearings, that is hearings to determine if remand of a particular case to adult court is appropriate, were 98 in calendar year 1978. Actual trials (contested petitions) totaled 652 in calendar year 1978.

Prior to the enactment of Chapter 1071, the District Attorney's role in Juvenile Court was limited to jurisdictional hearings, the trial phase of contested petitions and 600 W&I C. hearings (now 300 W&I C), abused or neglected children. The District Attorney reviewed only contested petitions. Appearance at detention hearings and fitness hearings was infrequent.

Additional duties mandated by Chapter 1071 requires the District Attorney to participate in all Juvenile Court proceedings, including the review and filing of contested and uncontested petitions, approximately 8,000 per year, participation in detention hearings, fitness hearings, and disposition hearings.

One of the six presently assigned attorneys is the supervising attorney, who now must spend so much time in court he cannot adequately carry out his supervisory duties. These duties include the training of attorneys and probation officers with respect to Juvenile Court law and procedure.

Training is necessary for both newly assigned deputies and for probation officers since the Juvenile Court law has unique rules of procedure and evidence. Training is also provided to police agencies and reporting professionals regarding the legal aspects of reporting and investigating child abuse cases. This training is provided by supervisory personnel and amounts to approximately 200 hrs/year.

### 3) Overview

The needs as represented in the above Need Statement were projected prior to the enactment of the Statute. In 1977 the District Attorney staff in Juvenile Court was increased from 3 attorneys to 6 attorneys.





The present staff of six attorneys which were authorized by the Board of Supervisors in early 1977, was based on workload projections we had to make without adequate statistical data in late 1976. We lacked data to forecast, with any degree of accuracy, the number of petitions that would be filed, as such decisions were previously made by the Juvenile Probation staff. For example, 969 contested petitions were filed in calendar year 1976, whereas 1,537 petitions, an approximate 50 percent increase, were filed in calendar year 1978, after charging responsibility was shifted to the District Attorney. Likewise, in 1976, we could not accurately estimate the number of petition reviews because prior to the enactment of Chapter 1071, an unknown number of cases were "settled at intake" by the Juvenile Probation Department. Those cases are now reviewed by the District Attorney resulting in the large increase of petitions filed.

The attorneys attend the courts at all 602 proceedings and are appointed on contested 300 matters. These deputies also review reports and file petitions. A District Attorney investigator has also been assigned to assist in properly preparing cases.

The increased caseload made it necessary in 1978 to establish a third trial department in Juvenile Court. This department is in session two full days a week resulting in the need for still an additional Deputy District Attorney for that department with preparation time required for those cases. This additional department was not anticipated in the original planning.

The Probation Department presently has a backlog of about 100 out-of-custody petitions which are being filed. This backlog will be dealt with by providing a third full-time Superior Court Judge in April, for an estimated four weeks, possibly longer. This will place a severe strain on the District Attorney's ability to properly service this number of courts with the present staffing.

The present needs, after two years of post-Statute experience indicate that a staff of seven attorneys, (including a supervisor), clerk, and investigator, are necessary to properly meet the legislative mandate.

Staffing may be summarized as follows:

- |     |                                    |                 |
|-----|------------------------------------|-----------------|
| 1)  | Pre-Chapter 1071 (AB 3121) staff:  | 3 attorneys     |
| *2) | Post-Chapter 1071 (AB 3121) staff: | 6 attorneys     |
|     |                                    | 1 clerk         |
|     |                                    | 1 investigator  |
| 3)  | Additional staff required:         | 1 attorney I-IV |

\*Three attorneys, one investigator and one clerk, are presently AB-90 funded positions.





4) Intended Result

Proper response to the indicated need by application of suitable resources as indicated above, should result in more effective use of the juvenile justice system. More accountability is built-in to the system as well as providing the People with competent representation, vigorous prosecution and advocacy on behalf of the victims of juvenile crime should result in a meaningful impact on juvenile crime as discouraging recidivism.

Adequate staff for speedy adjudication of juvenile matters should help to alleviate overcrowding of juvenile hall facilities.

5) Evaluation Methodology

Program evaluation in the area of measuring the effectiveness of District Attorney participation in the juvenile justice system is difficult at best. It is universally recognized that such things as win/loss record do not provide a true measure of effectiveness but are merely one facet of a multi-faceted figure of performance. A true measure would be the tracking of offenders through the justice system as they progress from juveniles to adults. Unfortunately, present privacy considerations in Santa Clara County preclude an effective data collection system in the juvenile court system. Based on the above consideration, no evaluation plan is considered at this time.

LPB/LFH/jm



# JUVENILE BUDGET

## I. SALARIES AND BENEFITS

### A. Salaries and Wages

3 Attorneys	\$ 97,332
1 Investigator	24,629
1 Clerk	<u>9,278</u>

Sub Total	\$131,239
-----------	-----------

### B. Employee Benefits

Unemployment Ins. .6%	\$ 787
Group Ins. 6.8%	8,924
FICA (.1226) (106610)	13,070
Retirement	
(.26482) (24629)	6,522
(.13844) (106610)	14,759
Workers Comp. 2.01%	<u>2,638</u>

Sub Total	\$ 46,700
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Total	\$177,939
-------	-----------

Less Unclaimed District Attorney Dept. Contributions-Salary & Benefits	<u>( 44,236 )</u>
---	-------------------

Total Salary & Benefits	\$133,703
-------------------------	-----------

II. Services and Supplies	<u>\$ -0-</u>
---------------------------	---------------

III. Other Charges	<u>\$ -0-</u>
--------------------	---------------

IV. Fixed Assets	<u>\$ -0-</u>
------------------	---------------

Total Budget	\$133,703
--------------	-----------

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$33,426	\$33,426	\$33,426	\$33,425	\$133,703







## PROGRAM ELEMENT DESCRIPTION

Program Category Number	<u>7</u>	Submitting Agency	<u>Sheriff's Department</u>
Total No. of Elements	<u>9</u>	Agency Contact Person	<u>Robert E. Winter, Sheriff</u>
Number of this Element	<u>8</u>	Address	<u>180 W. Hedding Street San Jose, CA</u>
Submitting County	<u>Santa Clara</u>	Telephone Number	<u>(408) 299-2101</u>

### NEED STATEMENT

The serving of subpoenas for the Juvenile Court continues to be a shared function of Juvenile Probation and the Sheriff's Office. Juvenile Probation handles subpoenas which must be served within 24 hours (about 15%), with the majority (85%) being sent to the Sheriff's Warrant Section for service.

The serving of Juvenile Court subpoenas by the Sheriff's subpoena deputy continues to occupy an average of 48% of his time.

### OVERVIEW

Total costs for serving these subpoenas is \$9,696 with \$9,091 accruing to the Sheriff's Office and \$605 to the Juvenile Probation Department. However, because of the relatively insignificant amount of the Juvenile Probation costs, no claim will be made for the Juvenile Probation effort and no further reference will be made to Juvenile Probation subpoena service in this proposal.

It is anticipated that the Deputy Sheriff currently serving subpoenas will continue to do so. Juvenile subpoenas account for approximately 48 percent of the Deputy's time each pay period.

### INTENDED RESULTS

It is anticipated that this funding will enable the Sheriff's Department to maintain its current level of service.

### EVALUATION METHODOLOGY

No evaluation is needed.





BUDGET

I. SALARIES & EMPLOYEE BENEFITS

A. Salaries and Wages

1 Deputy Sheriff (48% of time) \$ 9,091

B. Retirement (Not Claimed) -0-

C. Employee Group Insurance (Not Claimed) -0-

D. Worker's compensation (Not Claimed) -0-

Sub Total \$ 9,091

II. SERVICES & SUPPLIES \$ 0

III. OTHER CHARGES \$ -0-

IV. FIXED ASSETS \$ -0-

TOTAL BUDGET \$ 9,091

QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$ 2,273	\$ 2,273	\$ 2,273	\$ 2,272	\$ 9,091



PROGRAM ELEMENT DESCRIPTION

Program Category Number	<u>7</u>	Submitting Agency	<u>Sheriff's Department</u>
Total No. of Elements	<u>9</u>	Agency Contact Person	<u>Robert E. Winter, Sheriff</u>
Number of this Element	<u>9</u>	Address	<u>180 W. Hedding Street San Jose, CA 95110</u>
Submitting County	<u>Santa Clara</u>	Telephone Number	<u>(408) 299-2101</u>

NEED STATEMENT

The number of juveniles housed in the County jail has increased significantly since early 1977. The reason for detention at the time of booking was either certification to adult court or one of the eleven offenses identified in Section 707 (b) of the Welfare and Institutions Code (AB 3121) for 73% of these youths.

The thirteen juveniles housed in the Sheriff's Detention Facility during the latter half of 1976 stayed a total of approximately 300 days or 23 days each. Projecting the available data for a full year provides an estimate of 91 minors held 1,869 juvenile care days. From these statistics, it can be determined that the change in housing reflects a significant impact of the new legislation.

OVERVIEW

As indicated in the Need Statement, projecting the available data for a full year provides an estimate of 91 minors held 1,869 juvenile care days. Cost per juvenile care day is \$30.92. This totals \$57,789.

INTENDED RESULTS

It is anticipated that this funding will enable the Sheriff's Department to maintain its current level of service.

EVALUATION METHODOLOGY

No evaluation is needed.



BUDGET

(1)

III. OTHER CHARGES

1,869 days of juvenile care X \$30.92 per day = \$ 57,789

TOTAL BUDGET

\$ 57,789

QUARTERLY COST TABLE

1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
\$14,448	\$14,447	\$14,447	\$14,447	\$57,789



County Justice System Subvention Program  
Application Face Sheet

(1) Santa Clara  
Submitting County

(2) County Coordinator

Name Charles B. DeWitt  
Title County Justice System Subvention  
Program Coordinator  
Address County Executive Office  
70 West Hedding Street  
San Jose, CA  
Telephone (408) 299-4311

(3) Advisory Group Contact Person

Name Barbara Emerich  
Title Chairperson, County Justice  
System Advisory Group  
Address 209 Portola Court  
Los Altos, CA 94002  
Telephone (408) 948-3666

(4) Quarterly Distribution Table (Section 4390 (j))

Distribution of funds is requested in the following quarterly amounts:

July 1	October 1	January 1	April 1	TOTAL
766,997	767,254	767,253	767,246	3,068,750

(5) Consumer Price Index Adjustment (Section 4385 (a)(2))

The county is qualified to receive the Consumer Price Index Adjustment because: (check one of the following)

There has been no disproportionate net reduction in correctional costs during fiscal year 1978-79, or

☒

There was a disproportionate net reduction in correctional costs during fiscal year 1978-79; however, it was not deemed by the Board of Supervisors as "detrimental to the safety of the public or to the correctional needs of public offenders."

☐

(6) Nonsupplantation (Section 4382)

Funds obtained under this program will be used to supplant local funds that otherwise would be expended in support of local justice activities.

☐

yes

☒

no

(7) County Justice System Advisory Group (Section 4387)

The county has a properly constituted County Justice System Advisory Group empowered to perform its duties and the Board of Supervisors has agreed to review and consider their submissions.

☒

yes

☐

no

(8) Approval of the Board of Supervisors (Section 4390 (h))

Documentation that this application has been approved by the Board of Supervisors is included with the application.

☒

yes

☐

no





BUDGET SUMMARY TABLE

Y.A. 4.251 (4/78)

REVISED 8/79 Rev. #2

Fiscal Year

1979-80

Page #

1 of 3

County of

SANTA CLARA

Prepared by

FRANK FENTON

Phone

408-299-4311

Dept.	1	2	3	4	5	6	7	Total
COUNTY EXECUTIVE								
Salaries & Employee Benefits	86,382							86,382
Services & Supplies	16,544						142,920	159,464
Other Charges	320							320
Fixed Assets								
Capital Construction								
Total	103,246						142,920	246,166
Dept. JUVENILE PROBATION DEPT.								
Salaries & Employee Benefits	391,137		588,454		103,515		365,410	1,448,516
Services & Supplies	11,988				3,268			15,256
Other Charges	0					266,760	165,000	431,760
Fixed Assets								
Capital Construction								
Total	403,125		588,454		106,783	266,760	530,410	1,895,532
Dept. ADULT PROBATION								
Salaries & Employee Benefits	268,542							268,542
Services & Supplies	38,899							38,899
Other Charges								
Fixed Assets	500							500
Capital Construction								
Total	307,941							307,941
Dept. SHERIFF								
Salaries & Employee Benefits	53,820						9,091	62,911
Services & Supplies	11,571	61,704						73,275
Other Charges							57,789	57,789
Fixed Assets								
Capital Construction								
Total	65,391	61,704					66,880	193,975

171 (REV. 8/79)



REVISED 8/79

BUDGET SUMMARY TABLE

Fiscal Year  
1979-80

Page #  
2 of 3

Y.A. 4.251 (4/78)

County of	Prepared by	Phone
SANTA CLARA	FRANK FENTON	408-299-4311

Dept. SUPERIOR COURT	1	2	3	4	5	6	7	Total
Salaries & Employee Benefits								
Services & Supplies							52,086	52,086
Other Charges							7,117	7,117
Fixed Assets								
Capital Construction								
Total							59,203	59,203
Dept. DISTRICT ATTORNEY								
Salaries & Employee Benefits								
Services & Supplies							133,703	133,703
Other Charges								
Fixed Assets								
Capital Construction								
Total							133,703	133,703
Dept. PUBLIC DEFENDER								
Salaries & Employee Benefits								
Services & Supplies							134,005	134,005
Other Charges							1,332	1,332
Fixed Assets								
Capital Construction								
Total							135,337	135,337
Dept. HUMAN RELATIONS COMMISSION								
Salaries & Employee Benefits	30,326							30,326
Services & Supplies								
Other Charges								
Fixed Assets								
Capital Construction								
Total	30,326							30,326



BUDGET SUMMARY TABLE

Y.A. 4.251 (4/78)

Fiscal Year  
1979-80

Page #  
3 of 3

County of SANTA CLARA	Prepared by FRANK FENTON	Phone 408-299-4311
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Dept. OR/PRETRIAL SERVICES	1	2	3	4	5	6	7	Total
Salaries & Employee Benefits	54,300							54,300
Services & Supplies	10,850							10,850
Other Charges	1,417							1,417
Fixed Assets								
Capital Construction								
Total	66,567							66,567
GRAND TOTAL/ALL PROGRAMS								
Salaries & Employee Benefits	884,507		588,454		103,515		694,295	2,270,771
Services & Supplies	89,852	61,704			3,268		151,369	306,193
Other Charges	1,737					266,760	222,789	491,286
Fixed Assets	500							500
Capital Construction								
GRAND Total	976,596	61,704	588,454	-0-	106,783	266,760	1,068,453	3,068,750
Dept.								
Salaries & Employee Benefits								
Services & Supplies								
Other Charges								
Fixed Assets								
Capital Construction								
Total								
Dept.								
Salaries & Employee Benefits								
Services & Supplies								
Other Charges								
Fixed Assets								
Capital Construction								
Total								

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COUNTY JUSTICE SYSTEM ADVISORY GROUP

DISTRICTS

APPOINTEES

B/W	Robert Winter, Sheriff Sheriff
B/W	Louis P. Bergna, District Attorney District Attorney
B/W	Sheldon Portman, Public Defender Public Defender
B/W	Honorable James Duvares Presiding Judge of the Superior Court
B/W	William M. Siegel, County Executive County Executive
B/W	Glenn W. Hoffmann — County Superintendent of Schools County Superintendent of Schools
B/W	Lela Chavez — 197 Dale Ave., San Jose, 95127-262-2414 X510 (B) 259-5472 (R) Chairperson of the Delinquency Prevention Commission
3	Joaquin Brito, 322 N. 2nd St., San Jose, 95112 — 275-8506 (B) Private, Asst/Agency in prevention/treatment of criminal activity
3	Vacant Private, Asst/Agency in prevention/treatment of criminal activity
2	Leonard H. Goveia, 1468 Cherry Garden Lane, San Jose, 95125 — 293-6141 Private, Asst/Agency in prevention/treatment of criminal activity
5	Barbara Emerich, 209 Portola Court, Los Altos, 94002 — 948-3666 Private agency provides services to juvenile offenders
4	Betsy Bryant, 19001 Monte Vista Dr., Saratoga, 95070 — 354-8921 Private agency provides services to adult offenders
B/W	Chief, Richard Bothman Juvenile Probation Officer
B/W	Victoria Tuketa, 98 So. 13th St., #B, San Jose, 95112 Person not employed or ever been employed by law enforcement agency
2	Joseph D. McNamara, P.O. BOX 270, San Jose, CA 95103 Chief of Police, above the median population range of the cities
4	Chief Murray, 455 E. Calaveras Blvd., Milpitas, 95035 Chief of Police, below the median population range of the cities





COUNTY OF SANTA CLARA  
COUNTY JUSTICE SYSTEM ADVISORY BOARD

BY-LAWS

1. ESTABLISHMENT OF THE BOARD

(a) The Santa Clara County Justice System Advisory Board was established by Ordinance NS 300.268 to:

- (1) Assess community justice system needs, evaluate alternative programs for meeting those needs, and make written recommendations to the Board of Supervisors.
- (2) Review and make recommendations to the Board of Supervisors concerning applications for local, state, or federal funding of justice programs, including funds made available through the Omnibus Crime Control and Safe Streets Act.
- (3) Perform such other advisory functions assigned to the Board by the Board of Supervisors.

2. MEMBERSHIP

(a) The membership of the Justice System Advisory Board shall consist of members nominated and selected in the manner prescribed by Chapter XI of Division A6 of Title A of the Santa Clara County Ordinance Code (hereinafter referred to as Code, as same may be amended from time to time) governing Board membership (Sec. A6-141)

(b) The term of office is specifically stated in the Ordinance, Sec. A6-142.

(c) Absence by any Board member from three consecutive meetings shall be brought to the attention of the Board of Supervisors.

3. MEETINGS OF THE BOARD

(a) Regular meetings of the Board will be held on the second Thursday of each month at 5:30 P.M. in the Board of Supervisors'



Chambers, County Government Center, 70 West Hedding Street, San Jose, or in another location when notice of the meeting has been duly posted in a conspicuous place. If the regular meeting falls on a holiday, as defined by Section 6700 of the Government Code, (as the same may be amended from time to time) such meeting shall be held at the Board's option.

(b) The Board may adjourn any regular, adjourned regular, special or adjourned special meeting to a time and place specified in the order of adjournment. Less than a quorum may so adjourn from time to time. When a regular or adjourned regular meeting is adjourned, the resulting adjourned meeting is a regular meeting for all purposes.

(c) Special meetings of the Board may be called by order of the Chairperson with the concurrence of a majority of the Executive Committee, or by a majority of the members of the Board, at any time by giving written notice thereof by personal delivery, by telegram, or by mail to all members of the Board to their address as listed on the official roster on file in the Clerk of the Board's office, and to each local newspaper of general circulation, radio and television stations routinely notified. Such notice shall specify the time and place of such meetings and the agenda thereof and shall be delivered at least seventy-two (72) hours before the time of such meeting. Only agenda items may be considered at a special meeting.

#### 4. QUORUM - VOTES REQUIRED - MANNER OF VOTING

(a) The presence of a majority (14) of the members of the Board shall constitute a quorum, provided that at least nine (9) of such members shall be members of the Justice System Advisory Group.



(b) When a quorum is present, the adoption of any motion shall require the concurrence of a majority (14) of the entire membership of the Board, provided that at least nine (9) of such members shall be members of the Justice System Advisory Group.

(c) No member shall be permitted to vote on a question unless present. Proxies shall not be permitted.

(d) Voting on all matters may be by voice vote, provided that a roll call vote may be called for at the direction of the Chairperson or upon the request of any member of the Board, and provided further that the election of officers (excluding those elected pro tempore) shall be by secret ballot. A roll call vote shall be recorded showing those voting aye, no, abstain, or absent.

#### 5. BOARD AGENDA

(a) The Chairperson shall prepare the agenda for the Board. The order of business of all regular meetings of the Board shall be stated in the published agenda which shall be available, on request, through the Clerk of the Board of Supervisors by approximately noon Wednesday the week before the scheduled meeting. Any member of the Board and the Secretary to the Board may place an item on the agenda with the advance notice given to the Chairperson.

(b) The agenda shall be mailed so as to reach members of the Board the Monday preceding the scheduled meeting.

(c) The Chairperson may recognize persons desiring to address the Board on any matter within the purview of the Board. The decision of the Chairperson to recognize or not recognize a person may be changed by order of the Board.

(d) Revisions to the agenda may be made by the Chairperson no later than forty-eight (48) hours prior to the regular meeting



and shall be made available through the Clerk of the Board of Supervisors.

6. ELECTION OF OFFICERS - POWERS AND DUTIES

(a) The officers of the Board shall be a Chairperson and a Vice-Chairperson, at least one of whom shall be a member of the Justice System Advisory Group. One shall act as Chairperson of the Justice System Advisory Group on all matters coming before the Board within the purview of AB 90. These officers shall be elected from the membership of the Board at the first regular meeting of the Board held after the first day of July of each year, including designating the Justice System Advisory Group chairperson. They shall hold office for one year until re-elected or their successors are elected, except that the first officers may be elected after July 1, 1978 and shall serve until the first regular meeting after July 1, 1979. No officer may serve in the same office for more than two (2) consecutive years.

(b) The Chairperson, when present, shall preside at all meetings of the Board, shall sign all resolutions, reports, and all other official actions made or promulgated by the Board, shall perform other duties as the Board may prescribe, and shall make appointments to such committees of the Board as are authorized by it. The Chairperson shall be ex officio member of all committees of the Board, except the nominating committee.

(c) The Vice-Chairperson shall have all the powers and duties of the Chairperson during the absence, or inability to act, of the Chairperson. In the absence of the Chairperson or Vice-Chairperson, the remaining members shall appoint one of their members to act as Chairperson pro tempore.





(d) When the office of Chairperson or of Vice-Chairperson becomes vacant during the term of such office, the Board shall elect a successor from its membership at the earliest meeting at which such an election is practicable. Such election shall be for the unexpired term of such office.

7. EXECUTIVE COMMITTEE

(a) There shall be an Executive Committee composed of the Board Chairperson and Vice-Chairperson and six (6) other Board members appointed by the Chairperson with the approval of the full Board. Of those members appointed by the Chairperson, three (3) shall be members of the Justice System Advisory Group, and three (3) shall be members of the Justice System Advisory Board only.

(b) The Executive Committee shall meet as required and on such business as determined by the Chairperson of the Board who is also the presiding officer of the Executive Committee.

(c) The Executive Committee may prepare the agenda for the regular meetings of the Board.

8. COMMITTEES

(a) Committees shall be established by the Chairperson as needed to assist the Board in performing its duties. Members of the committees shall be appointed by the Chairperson from the membership of the full Board, with the exception of the Executive Committee appointments which will require the approval of the Board. Committees shall be established for a specified length of time. Permanent committees must be ratified by the Board. Every committee shall be chaired only by a Board member; no committee shall consist of less than three (3) members.



(b) There is hereby established a permanent sub-committee of the Board entitled "State Mandated Justice System Advisory Group" which shall comply with the requirements of Section A6-146 of the Santa Clara County Ordinance Code.

9. AMENDMENTS

These By-Laws may be amended at any meeting of the Board provided written notice has been given to each Board member at least seven (7) calendar days prior to the meeting at which the amendment vote is to be taken. The notice shall identify the article or articles of the By-Laws proposed to be amended and shall set forth the text of said article or articles as proposed to be amended. If the proposed amendment consists of the addition of one or more new articles, the complete text thereof shall be set forth in the notice. Any proposed amendment or amendments of which notice has been given as provided may be further amended at such meeting without further notice and thereafter adopted at such meeting as modified. All amendments to the By-Laws that affect the ordinance code creating this Board are subject to adoption by the Board of Supervisors.

10. MINUTES

There shall be official minutes of the procedures of the Board which shall be kept by the Clerk of the Board of Supervisors. The minutes of the last regular meeting shall be mailed to the members of the Board, with the agenda, at least one (1) week prior to the next regular meeting.



11. PARLIAMENTARY AUTHORITY

Except as otherwise provided above, the meetings, hearings, and other business of the Board shall be conducted in accordance with the rules of procedure set forth in Robert's Rules of Order, latest edition.

PASSED AND ADOPTED by the Justice System Advisory Board of Santa Clara County, California, on November 16, 1978, by the following vote:

AYES: Bergna, Phelps, Bothman, Chavez, Brito, Boss, Goveia,  
Emerich, Bryant, Baines, Norcia, Alexander, Priddy,  
Anderson

NOES: None


ABSTAIN: None

ABSENT: Portman, Geary, Siegel, Hoffmann, Johnson, McNamara,  
Tate

---

Richard Alexander  
Chairperson  
Justice System Advisory Board

ATTEST:

  
Lucretia J. Klink  
Secretary  
Justice System Advisory Board



County Justice System Advisory Board:  
Recommendations and Review of Alternatives

The Santa Clara County Justice System Advisory Board at its February 8 meeting discussed the continued funding of programs supported by the County Justice System Subvention Program during the past year. A list of currently funded programs showing approved expenditures for 1978-79 and estimated requests for 1979-80 was distributed. It was noted that continued funding of all existing program would result in a deficit even if no provision for a cost of living were made.

There was strong sentiment voiced in favor of the dissemination of a request for proposals for all or substantial portion of subvention funds. Motions to this affect failed.

On February 20, the Board of Supervisors considered a recommendation from the County Executive that the Board of Supervisors advise the County Justice System Advisory Group that only those programs and services currently funded under the auspices of AB 90 should be considered for funding in the 1979-80 application. The Board was advised that though the motion for the solicitation of proposals had failed in the Advisory Group there was significant support for such an action. The Board of Supervisors then voted unanimously to approved three actions:

- a) The Justice System Advisory Group be advised that only currently funded programs should be considered for the 1979-80 application and requests for proposals should not be disseminated;
- b) A review of all programs should be conducted for recommendations to the Board of Supervisors next year; and
- c) Concept papers should be solicited for specific areas of need as they are identified by the Justice System Advisory Group and the Justice Section of the County Executive's Office.

At its March 22 meeting the Advisory Group considered the action of the Board of Supervisors. Members agreed that as a result of the Supervisors' action the Advisory Group would not engage in the ranking of projects.

Members were asked to complete a needs assessment "ballot" which incorporated the opportunity to rate the effectiveness of existing programs to meet the needs identified. The Advisory Group voiced apprehension about undertaking this procedure indicating a lack of familiarity with all the needs identified and programs described.

The Advisory Group unanimously ordered that last year's needs assessment be resubmitted to the California Youth Authority together with a notation that the Board of Supervisors has committed over \$100,000 to an extensive study to develop a Master Plan for the delivery of adult and juvenile justice services.





## NEEDS ASSESSMENT

1. Improving local justice system offender - centered services offered by probation departments, county and city law enforcement agencies, the courts, and public and private agencies.
  - a. There is a demonstrated need for the following services to be provided by the Probation Departments:
    1. Volunteer community service programs as a sentence alternative
    2. Resource coordination or referral to public and community services
    3. Psychological evaluation and counseling
    4. Vocational training and job placement
    5. Participation of volunteers in rehabilitation programs
    6. Drug diversion programs
    7. Alcoholism counseling and education
    8. General Education Diploma programs
    9. Language interpretation and other supportive activities provided through community workers.
  - b. There is a need for the following offender services to be provided by county and city law enforcement agencies:
    1. Alternatives to traditional police practices in dealing with successfully resolving domestic disturbances
    2. Speedy release of all persons eligible for release on own recognizance or bail
    3. Citation in lieu of arrest
    4. Self-surrender on warrants program to eliminate arrest and custody
    5. Pre-booking screening for public inebriates and mentally ill arrestees
    6. Classification, social and medical services and preliminary housing for inmates in a reception center.
  - c. There is a need for the following offender centered services to be provided by the court:
    1. Pre-trial release under supervision
    2. A court referral program
    3. Automation of non-arrest complaints
    4. A "walk-over" program for persons self-surrendering on warrants
    5. Appointment of competent counsel for indigent defendants
    6. Driver training programs
    7. Drinking driver programs
  - d. There is a need for the following offender-centered services to be provided by private agencies:
    1. A tutoring program designed to meet the unique academic needs of the 14-18 year old in-school juveniles under the jurisdiction of Juvenile Probation
    2. Civil Legal assistance for inmates that can aid in their successful rehabilitation
    3. Counseling, educational, vocational training and job placement services to individuals participating in the Supervised Own Recognizance Release Program.



- e. There is a need for the following offender-centered services to be provided by the Public Defender:
    - 1. Computerize all client files to properly maintain records and information for speedy trials.
  - f. There is a need for the Juvenile Probation Department to continue to place delinquent youth in foster and group homes and private institutions in order to provide sheltered care for wards of the Juvenile Court.
2. Establishing and maintaining public and private adult correctional programs and facilities.
- a. There is a need to provide the following facilities with appropriate programs:
    - 1. Improve and upgrade the food service and general housekeeping of the County jail facilities
    - 2. Special housing and care for mentally ill prisoners
    - 3. Segregated housing for juveniles bound over to Adult Court and considered unfit for Juvenile Hall
    - 4. Alternative housing and care for those public inebriates currently held in the main jail trailer unit
    - 5. Residential work furlough facilities
    - 6. Half-way homes with appropriate re-entry programs.
  - b. There is a need for the following correctional programs and services:
    - 1. Placement of inmates in a community home setting with an extensive rehabilitation program to relieve the over-crowded jail and to enhance their chances of becoming productive members of society
    - 2. More effective vocational and educational training programs for sentenced inmates
    - 3. Improved job placement services and liaison with private industry
    - 4. Expanded services for inmates with psychiatric and substances abuse problems
    - 5. Greater access to medical and social services.
3. Operating local crime and delinquency prevention programs, including but not limited to the establishment and maintenance of youth service bureaus.
- a. There is a need for coordinated countywide crime prevention programs especially in the following areas:
    - 1. Citizen awareness and mutual assistance projects
    - 2. "Operation I.D." programs
    - 3. Joint police-probation crime-specific prevention programs
    - 4. Dispute resolution by mediation and arbitration services.
  - b. There is a need for the following programs aimed at delinquency prevention:
    - 1. Joint police-probation programs aimed at diverting youth who are involved in less serious law violation
    - 2. Child protective services
    - 3. Family counseling services.



4. Providing public education and information regarding crime and delinquency prevention.
  - a. There is a need for the following kinds of education and information programs:
    1. Community awareness of crime prevention techniques through publicity and neighborhood team police approaches
    2. Education and physical defense programs to reduce incidents of sexual assault
    3. Community, school, and law enforcement awareness of alternatives to the justice system for resolving conflicts, especially with regard to juveniles.
5. Operating nonsecure facilities, sheltered-care facilities, crisis-resolution homes, counseling and education centers and home supervision programs for juveniles.
  - a. There is a need for the following types of programs and facilities to care for trouble youth:
    1. Sheltered-care facilities with a home-like environment
    2. 24-hour crisis intervention centers
    3. Community release and home supervision services for 602's
    4. Placement services.
6. Establishing and maintaining juvenile homes, ranches, camps, forestry camps, day-care centers and group homes for wards of the Juvenile Court.
  - a. Currently all three juvenile ranches in the County are filled to capacity, and there is a constant and considerable backlog of juveniles in Juvenile Hall awaiting placement. There is a need to maintain these ranch programs and to develop alternatives such as the following:
    1. An increase in the number and variety of placements: foster homes, group homes, and private institutions
    2. A Youth Conservation Camp
    3. Completion of Juvenile Hall addition for a special handling unit for unusually hostile, aggressive youth.
7. Funding of those programs and services required to implement the provisions of Chapter 1071 of the Statutes of 1976.
  - a. There is a need for the following service expansion and programs to implement the law:
    1. The District Attorney is mandated to appear at all stages of 602 proceedings
    2. The Public Defender must handle many more contested hearings.
    3. The Superior Court must assign additional judicial personnel to handle the increased volume and complexity of juvenile hearings
    4. A minor's right to a rehearing of a matter heard originally by a referee requires an additional court reporter





5. The Sheriff must provide special facilities for juveniles bound over to adult court
6. Emergency non-secure facilities must be maintained for 601 youths
7. A Home Supervision program must be available to eligible youth
8. The Sheriff's Department must now serve an increased number of subpoenas
9. The Juvenile Probation Department must provide an increased level of service for processing of dependent-child referrals
10. Counseling and crisis-intervention services for juveniles and their families.



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# Non-Supplantation Formula

$$\begin{array}{rclclcl}
 1. & \text{Sum of 78-79} & & \text{Obligations} & & \text{Block} \\
 & & + & & + & \\
 & \text{Property Tax} & & \text{Relieved} & & \text{Grant} \\
 \hline
 & 77-78 \text{ Property Tax} & + & \text{HOPTR \& BTR} & & \\
 \\ 
 & 65,619,423 & + & 49,900,000 & + & 13,100,000 = 128,619,423 = \\
 & 128,101,289 & + & 9,329,398 & + & 6,481,045 = 143,911,732 = \\
 & 89.4\% (106\% \text{ percentage of replacement}) & & & & 
 \end{array}$$

$$\begin{array}{rclclcl}
 2. & \text{County Expenditures for} & \text{Percent of Allow} & 3121 & \text{Ranch} \\
 & & \times & & \\
 & \text{Correctional Services} & \text{able replacement + costs + subsidy} & & \\
 \\ 
 & 38,595,403 & \times & 10.6\% & + 937,739 & 275,880 = \\
 & \$5,304,732 & \text{Allowable level of Supplantation} & & & 
 \end{array}$$

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